



Addendum

(Replaces original, printed section titled **Scholastic Probation**, pages 25–26, in the *Tyler Junior College 2007–2008 College Catalog*:)

Academic Probation

When a student's cumulative Tyler Junior College academic record indicates that he or she is failing to make satisfactory progress, he or she is considered to be scholastically deficient and is place on academic probation. Academic probation is a conditional permission for a student to continue in college.

Academic status levels are defined as follows:

Good standing – A student is considered to be in good standing when they maintain a cumulative TJC grade-point average of 2.0.

Academic Probation – A student who fails to maintain a cumulative TJC GPA of 2.0 or higher is placed on academic probation. The student may continue to enroll while on probation unless or until they earn less than a 2.0 *semester* GPA.

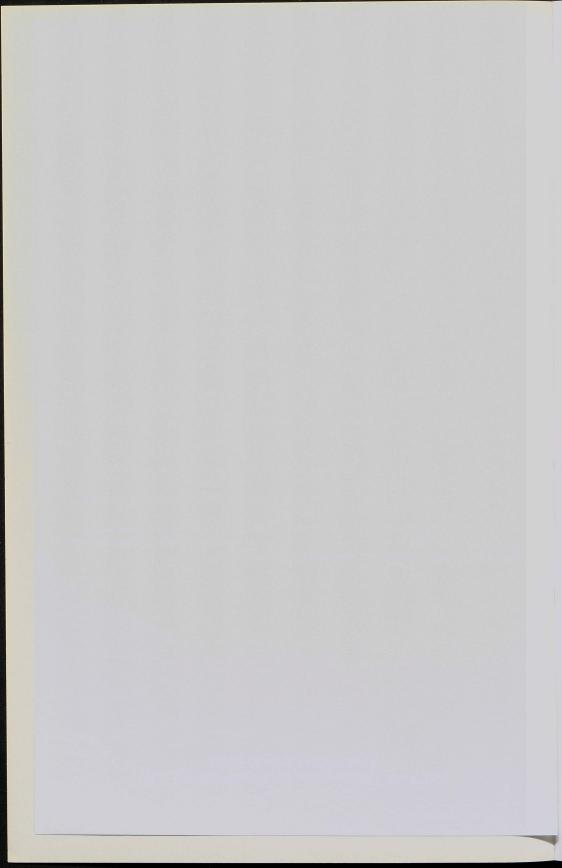
Suspension – The first time a student on probation makes less than a 2.0 GPA in any subsequent semester, he or she is placed on suspension and may not enroll for the next long semester (Fall or Spring). If a student is placed on suspension following a Fall semester, he or she may not enroll for the Spring semester. If placed on probation following the Spring semester, the student may not enroll for the following Summer terms *or* the following Fall semester.

Suspended students may complete a petition seeking continued enrollment through their academic advisement office. In the event that a student is suspended a second time, he or she may not enroll again for a full calendar year and may enroll then only after completing an interview with an academic advisor.

Dismissal – If a student is placed on academic suspension a third time, he or she may not enroll again for a full calendar year and may do so then only if their request for readmission is reviewed and approved by a an academic advisor.

Students requesting transfer to Tyler Junior College will be evaluated by the same criteria applied to Tyler Junior College students.

The student is held responsible for knowing College regulations and policies regarding the standard of work required to continue as a student of the College, as well as the regulations dealing with academic probation.



TYLER JUNIOR COLLEGE CATALOG 2007-2008



Tyler Junior College gives equal consideration to all applicants for admission, employment and participation in its programs and activities without regard to race, creed, color, national origin, gender, age, marital status, disability or veteran status.

Information contained herein is subject to change without notice.

Release Date: 4/24/2007

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WHO GOVERNS US

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ACCREDITING

Tyler Junior College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033–4097; telephone number 404–679–4501) to award the Associate in Arts Degree, the Associate in Applied Science Degree, and Certificate of Proficiency.

HOW WE BEGAN

Established in 1926 as part of the Tyler Public School System, Tyler Junior College gave residents of the Tyler area access to higher education, offering limited courses in the traditional liberal arts and pragmatic courses in public school music and home economics.

The College had a small student body during its early years. In the 1930's, as the country struggled through the Depression, only 200 students were enrolled. However, the prosperity of the 1940's signaled major changes. In 1945, Tyler voters overwhelmingly approved a measure to create a junior college district and issued \$500,000 in bonds for the College. The expansion of the College included new facilities and new full-time faculty members. Its growth came at an appropriate time for local residents and for many veterans who returned to Tyler to seek new opportunities and realized that those opportunities were linked to higher education. Tyler Junior College has continued to expand since its "rebirth" in the 1940's. The Tyler Junior College District is now composed of six independent school districts: Chapel Hill ISD*, Grand Saline ISD, Lindale ISD, Tyler ISD*, Van ISD* and Winona ISD.

Today, after 80 years, Tyler Junior College offers more courses in any single major division than were offered in the entire curriculum in 1926. Just as the courses have diversified, so have the students. Although students who reside in the Tyler Junior College District are entitled to priority in enrollment, students from throughout Texas and the United States attend Tyler Junior College. The College now has an enrollment of approximately 10,000 students each Fall semester. In addition, some 15,000 individuals take continuing education courses each year.

^{*}Portions are not in TJC District.

WHAT WE ARE

MISSION STATEMENT

Statement of Purpose

Tyler Junior College is a comprehensive community college committed to meeting the needs of East Texas by providing excellence in an environment which broadens the mind, challenges the spirit, and maximizes human potential. The College provides open access and equal opportunity to all qualified individuals for pursuit of their aspirations and goals in areas of academic endeavor and workforce preparation. As an integral part of the community, the College is also committed to meeting the needs of business and industry in a changing global environment and to providing opportunities for lifelong learning.

The College will fulfill its mission and pursue its purpose within prevailing fiscal and legal constraints by:

maintaining a high standard of excellence in education through . . .

- providing transferable academic courses and programs, technical education, developmental education and continuing education.
- meeting the needs of students with different learning styles.
- promoting higher-order thinking skills.
- recognizing scholarship among students and faculty.
- facilitating faculty and staff professional development to enhance their academic, intellectual and societal effectiveness.
- freeing faculty from unnecessary internal and external restraints which may impede effective learning.
- encouraging innovations in teaching and learning.
- incorporating advanced technology.
- encouraging faculty and students to work together to forge a competitive, high-quality learning outcome.

creating an environment in which development of human potential is the highest priority through . . .

- sustaining an atmosphere of cooperation, respect, dignity, and equality which transcends racial, ethnic, cultural and global boundaries.
- promoting sound moral and ethical standards that permeate all aspects of College life.
- providing a nonrestrictive climate that facilitates intellectual and experiential growth and development of students.
- guiding students toward accepting responsibility for self-directed learning.
- providing programs for physical development and competitive sports.
- cultivating avenues for development of student leadership and citizenship.

offering open access and equal opportunity for all qualified students through . . .

- maintaining a tuition and fee structure and administering financial support programs which encourage broad participation in higher education.
- advising to enable academic success.
- providing counseling and support services for those with special needs and capabilities.
- providing a college preparatory education program to meet the needs of underprepared students with academic potential.
- providing distance learning and off-campus instructional programs.
- recruiting individuals who might not otherwise be aware of their own potential or of the educational opportunities which the College provides.

meeting the needs of business and industry for competency in a global marketplace through . . .

- offering college credit programs in technical areas.
- providing continuing education opportunities for entry-level competencies and for updating professional skills.
- tailoring training and retraining programs to prepare the work force for current and future technology.
- supporting local and regional economic development.

providing service to the community and opportunity for lifelong learning through . . .

- expanding awareness and appreciation of and increasing sensitivity to our multicultural society.
- offering College expertise and facilities for community members and their organizations.
- opening College activities to community participation.
- encouraging student and faculty involvement in community public service projects.
- fostering appreciation of the arts, humanities and sciences.
- cultivating an awareness of and participation in efforts toward preserving the environment.
- providing opportunities for social, spiritual and recreational development.
- nurturing development of intellectual and ethical standards.
- providing abundant opportunities for personal enrichment.

WHAT WE LOOK LIKE

BUILDINGS AND FACILITIES

Tyler Junior College maintains two campuses to serve its students and community partners.

The Main Campus, 1400 Fifth Street (US Highway 64 East), includes more than 75 acres. The campus is dotted with stately hardwood trees and more than 30 buildings,

including eight residence halls.

In the **White Administrative Services Center** are the offices of the President, Vice Presidents, Provost, Admissions, Registrar, Business Services, Financial Aid, Human Resources, Alumni Relations, Marketing and Public Information, Information Technology, the TJC Foundation, Scholarships, and the TJC Foundation.

The Residential Life Building includes offices for Residential Life staff and is where

students apply for on-campus housing.

At the **Rogers Student Center** are the TJC Bookstore, the Student Activities office, the Learning Loft (tutoring center), Scholars Academy, TRiO, Support Services, College Preparatory Studies, recreational facilities, a multi-purpose meeting room, lounges, the College dining hall, the ETMC Campus Clinic and the Testing Center.

The Aleck Genecov Science Building provides facilities for lab sciences and offices. Genecov is also where students will find the office of the dean of allied health and nursing. Potter Hall is used for classrooms and offices. Hudnall Planetarium is used to reinforce classroom instruction and meet the needs of the community.

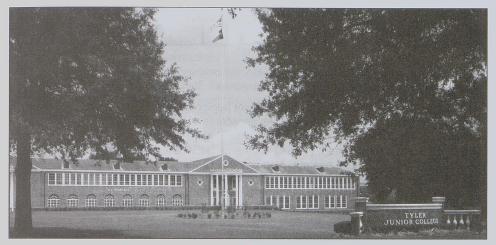
H. E. Jenkins Hall is an academic building with faculty offices, an art exhibit wing and the office of the dean of university studies. The Wise Auditorium Fine Arts Building contains special rooms for music, art, drama and speech, as well as a large theatre. At the Watson Wise and Emma Wise Cultural Arts Center are music/dance and speech/theatre departments, in addition to offices, classrooms, practice rooms and the Jean Browne Theatre.

The **George W. Pirtle Technology Center** provides classrooms and labs for technical courses in addition to the office of the dean of applied studies and the office of Career Services. **The Bonna Bess Vaughn Conservatory** features a large, fully equipped greenhouse conservatory with a reception area, classrooms and offices.

Established as a center for research and academic support, the **Vaughn Library Learning Resources Center** provides more than 98,000 book volumes, a complete multimedia center with audio and video production facilities, personal computer lab with 52 computers and study carrels equipped with audio and/or video monitors to supply students with information in their courses. The facility also includes a faculty innovation center for faculty use in enhancing instruction.

Both Wagstaff Gymnasium and the Joseph Z. and Louise H. Ornelas Health and Physical Education Center provide recreational facilities. Wagstaff Gym provides recently renovated modern facilities for programs in intercollegiate athletics, as well as general programs. The OHPE Center, also recently renovated, offers comprehensive fitness facilities including a gymnasium, indoor walk/run track, aerobics dance studio, a weight room, racquetball courts, an aquatics area, and the band hall and Apache Belles studio.

The **JoAnn Medlock Murphy Tennis Center** is home to classrooms and coaching and instructional offices for the men's and ladies' tennis teams and the professional tennis management program.



The College's eight residence halls offer suites for four students sharing a bathroom and two bedrooms. All halls have full-time staff to provide student development activities and operational supervision. **Bateman Hall** houses 150 students, making it the largest on campus. Both **Hudnall Hall** and **Claridge Hall** have room for approximately 90 students. **Sledge Hall** and **Holley Hall** house 60 to 70 students.

Lewis, Vaughn and West Hall lodge about 50 students each. All residence halls are managed by Residential Operations located in the Purchasing and Central Services building on the Main Campus.

The **Pat Hartley Field Complex** serves as home to the men's soccer team and includes two regulation-size soccer fields, a walking trail, a concession facility and a field house. The concession facility and field house were completed in 2005.

Playing fields also serve as a practice facility for football and as a resource for intramural and continuing education programs.

Also located on the Main Campus, through a cooperative agreement with the College, is the **Tyler Museum of Art**, a privately-funded contemporary museum.

The West Campus

At TJC's West Campus, in the 1500 block of Tyler's South-Southwest Loop 323, lie the Regional Training and Development Complex (RTDC) and the Skills Training Center. The RTDC is home to Continuing Education, the Small Business Development Center, the Tyler Area Business Incubator, TJC Corporate Services, and the Literacy Council of Tyler. The facility is an 84,000-square-foot building which provides quick start-up, fast turnaround, and low-cost training programs for business and industry, in addition to offering lifelong learning and professional enhancement programs for groups and individuals. Also, four credit technology programs—air conditioning and refrigeration, early childhood education, surgical technology, and vision care technology—are located at the RTDC.

The **Skills Training Center** is an innovative, joint project with area public schools and financed with assistance from the Tyler Independent School District, the Tax Increment Finance Board and the Tyler Economic Development Council. The Skills Training Center includes the **Jake and Mary Roosth Automotive Technology Center** and the College's automotive technology and welding technology departments. The center and its departments are utilized by area high school students taking part in concurrent enrollment programs, which offer the opportunity for college credit prior to high school graduation. Many of the students continue their studies after graduating, obtaining certification in technical fields to enter into the expanding job market.

How To Get Started

Admission

All materials required for admission to Tyler Junior College must be on file in the Admissions office prior to registration. All applicants need to submit a completed admissions application (a TJC application or an ApplyTexas.org Application) and Texas Higher Education Assessment (THEA) scores or THEA alternative scores (Accuplacer, MAPS, COMPASS) unless exempt. Also see the Testing/Assessment section on page 18. Additional required materials depend on the method of admission—see below.

A new applicant whose file is incomplete at the time of registration may only be allowed to enroll on conditional status, granted by the Director of Enrollment Management, until completion of the admission file.

Admission is conditional until receipt of transcript showing that the Texas Assessment of Academic Skills, the Texas Evaluation of Minimum Skills, or the Texas Assessment of Knowledge and Skills (TAKS) has been passed. No student will be permitted to re-enroll until admission requirements have been met. Students are encouraged to submit applications as early as possible in order to facilitate the early advisement process.

All beginning freshmen will be tested in basic skills and will be placed in classes in accordance with their performance.

Responsibility rests upon the student applicant for insuring that all necessary materials have been submitted for admission.

A completed application form must be on file prior to a student attempting to register for classes and before the first consultation with an academic advisor. Application may be made in person or by mail using a printed TJC Admissions Application, or online. To print a PDF of the TJC Admissions Application to submit by mail or in person, or to complete the Texas Common Application entirely online, go to www.tjc.edu/gettingstarted.

Methods of Admission

Tyler Junior College gives equal consideration to all applicants for admission without regard to race, creed, color, national origin, gender, age, marital status, disability, or veteran status.

1. High School Graduate

An official high school transcript showing date of graduation and passing of TEAMS, TAAS, or TAKS test for those subject to these tests is required.

Students whose transcripts do not show successful passing of the TEAMS, TAAS, or TAKS test and who score below college level on placement testing may be granted provisional admission. These students will be restricted in their enrollment of courses and course load, and must make a minimum grade of "C" in each course in order to be enrolled the following semester.

2. Admission by Examination (General Educational Development Test)

Applicants whose high school class has graduated and who wish to enroll in Tyler Junior College may be considered. Applicants must present satisfactory scores on the GED test prior to admission and proof that their high school class has graduated. High school class graduation may be waived for special cases.

3. Admission of Transfer Students

Students may be accepted on transfer from other regionally accredited colleges and universities when eligible to return to their former institutions. (See Reverse Transfer Graduation for more information.)

A student seeking to transfer to Tyler Junior College must:

- a. Furnish official transcripts from all colleges or universities attended.
- b. Continue on scholastic probation at Tyler Junior College if he/she has been placed on probation at another institution.
- c. Students on academic suspension will not be considered for admission until their suspension term has been met. Residents of the Tyler Junior College District may apply to the Director of Enrollment Management for special consideration.

A student transferring from another collegiate institution is not at liberty to disregard his collegiate record and apply for admission on the basis of his high school record or a part of his college record.

4. Special Admissions

a. Students who did not graduate from high school, but whose high school class has graduated may be admitted on "individual approval," provided the admitting officer is convinced that the applicant's record indicates the student would be competent to benefit from a program of the institution as demonstrated by the completion of a state-required or local assessment test. Students admitted on this condition shall be subject to the same policies and regulations as all other students.

Students enrolling in the terminal curriculum including technical education courses, shall have the same entrance requirements. A student not meeting the requirements for admission to a standard academic or general curriculum may be admitted to a terminal program on individual approval if he/she is at least 18 years of age.

- b. Early Admission Students: Special high school students are accepted during their senior year upon recommendation of their high school counselor or principal and with the permission of their parents. Under special circumstances, high school students in their junior year who are THEA passed or THEA exempt, upon recommendation of their high school counselor or principal and with the permission of their parents, may also be accepted. Students who meet all criteria but who have not completed their junior year may request "special permission" to enroll from the chief academic officer. These students may take one or two courses each semester. Credit for the courses will not be released until the student graduates from high school and furnishes Tyler Junior College with a transcript showing date of graduation.
- c. Allied Health Programs: In addition to admission to Tyler Junior College, students must fill out appropriate application to the particular allied health program in which they are interested. Enrollment into these programs is limited due to clinical facilities available. (Admission to Tyler Junior College does not guarantee acceptance into an allied health program. Also see Selected Admissions.)
- d. Dual Credit: High school Junior or Senior students may, with the permission of appropriate high school officials, enroll in Tyler Junior College Courses taught on their high school campus or on the Tyler Junior College campus. A student receives dual credit if they are receiving both high school and college for their course. Please check with the Office of Dual Credit for testing and enrollment procedures.
- e. Independent Study (Home School): Students who are under 18 years of age and who are applying for admission based on the completion of an independent study equivalent to the high school level in a nontraditional setting rather than through a public high school or accredited private high school may be admitted on an individual approval basis provided they:
 - (1.) Present a notorized record of the high school equivalent work completed and the date of successful completion. This work should be consistent with the TEA minimums for high school completion as follows:

Graduation Requirements

English ¹ 4 units
Mathematics ² 3 units
Science
United States History 1 unit
World History or World Geography 1 unit
Government 0.5 units
Economics 0.5 units
Physical Education ³
Health 0.5 units
Fine Arts/Speech
Computer Science/Mathematics ⁴ 1 unit
Electives
TOTAL 22 units

¹English I, II, III, IV. The fourth unit may be satisfied by ENGL IV Academic or ENGL IV Academic Honors (Advanced Placement).

- (2.) Comply with institutional testing requirements; and
- (3.) Agree to limitations or conditions of admission established by the institution.

5. International Students

The following requirements apply to international students:

Immigrant and refugee students—Students must submit verification of immigrant card or 1-94 Refugee Permit.

Non-immigrant alien students—The following requirements apply to all students holding visa category A-L issued by Immigration and Naturalization Service:

- a. Application and all documents should be on file at least 60 days prior to registration.
- b. Official copy of transcript for the last four years of secondary school. The official transcript must be an original copy translated into English and must show each course completed and grade earned. Students who have attended an American college or university do not need to submit a high school transcript.
- c. Official copy of transcript from each college or university attended. All foreign transcripts must be certified English translations.
- d. Proof of English proficiency. Furnish one of the following:
 - (1.) Test of English as a Foreign Language (TOEFL); minimum acceptable score is 90.
 - (2.) Completion of an English Language School or program of recognized standing with attained proficiency equivalent to above TOEFL score as approved by office of Admissions.
 - (3.) Other proof of English proficiency equivalent to above TOEFL score as approved by office of Admissions.
- e. Immunization requirements for international students (immigrant refugee and non-immigrant alien)
 - (1.) Freedom from infectious tuberculosis should be ascertained by:
 - (a) Tuberculin test (5 TU. PPD, Mantoux technique) required within six months prior to admission.
 - (b) Posterior/anterior chest x-ray is required prior to admission if tuberculin test had a positive reaction.

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²Must be Algebra I, II, Geometry or above. If Algebra I is taken in eighth grade, three credits above Algebra I are required.

³See note 2 under regular program.

⁴Computer Mathematics I; Business Computer Applications I and Business Computer Programming I; Business Information Processing; and Computer Science I or II or AP.

(2.) Types of immunizations:

(a) Diphtheria (within 10 years) (b) Tetanus (within 10 years)

(c) Poliomyelitis (Types I, II & III)

(d) Mumps

(e) Measles

(f) Rubella

- f. Proof of financial ability to stand all expenses for the college year. We have no scholarship or financial aid available for foreign students, nor do we issue work permits for them. This means that the student must show his/her ability to stand all expenses for the college year (Form 1–134). Athletic scholarships *may* be awarded to international students.
- g. Proof of hospital and accident policy to cover hospitalization is required.
- h. Compliance with all requirements and procedures established for visa category by Immigration and Naturalization Service.

Admission Test Scores Requirement

All students are strongly encouraged to submit scores of the American College Testing Program (ACT) or the SAT. Such scores are used for academic advising only.

Beginning students may be required to take placement tests in writing, mathematics and reading for proper placement in courses at Tyler Junior College. Information on these tests may be obtained by contacting Tyler Junior College Admissions office.

The American College Testing Program and the College Board tests are scheduled at Tyler Junior College and other conveniently located testing centers in Texas and elsewhere. A list of the testing centers may be found in the Student Information Bulletins of the testing services. The Student Information Bulletins, registration forms and the current year's testing dates may be obtained from the Tyler Junior College Testing Center, a high school counselor, the TJC Web site (www.tjc.edu), college advisors, or from the Admissions or Registrar's office.

It is required that transfer students submit scores from either THEA, Accuplacer or other alternative tests. Placement tests may be required. Certain allied health and applied studies certificate programs which are THEA waived may require additional testing. Students residing in the Tyler Junior College District are entitled to priority in enrollment. Others are admitted if facilities are available, but the college reserves the right to limit the enrollment of students residing outside the Tyler Junior College District whenever, in its judgment, facilities are not available for additional students.

Selected Admissions-Allied Health and Nursing

Admission to Tyler Junior College does not guarantee selective admission to a specific allied health and nursing program. The number of students admitted to each of these programs is limited. Students admitted to selected admissions programs are selected on the basis of admission to the College, reading level, math ability, prior educational achievements and criminal background. For specific application information and deadlines, contact the appropriate department chair or an academic advisor in the School of Allied Health and Nursing. (Also see Special Admissions.)

Programs which require separate application:

- associate degree nursing
- dental hygiene
- diagnostic medical sonography
- emergency medical service professions
- · health information technology
- medical laboratory technology

- · medical transcription certificate
- radiologic technology
- · respiratory care
- surgical technology
- · vision care technology
- · vocational nurse education

Drug screening and criminal background check required on all successful applicants. How To Get Started 11

Admission Appeals

Any student denied admission to Tyler Junior College may appeal this decision by writing to the Admissions Appeals Committee, c/o Director of Enrollment Management, Tyler Junior College, P. O. Box 9020, Tyler, TX 75711–9020.

Immunization

The Texas Department of Health highly recommends immunizations at Texas colleges and universities for tetanus, diphtheria, measles, rubella and mumps.

All allied health students who have any direct patient contact will be required to have proof of adequate immunization for these diseases:

Tetanus/Diphtheria Mumps Hepatitis B

Measles Rubella

Re-Admit Policy

A student who was enrolled previously at Tyler Junior College and who has been out of school longer than two consecutive long semesters (Fall or Spring semesters) will be required to re-apply to the college.

RESIDENCY CLASSIFICATION

It is the student's responsibility to have residency information correct prior to payment of tuition and fees.

In-district, in-state and out-of-state residency is determined by using the guidelines published by the Coordinating Board in "Rules and Regulations—Residence Status." Twelve months after giving up previous domicile is the minimum length of time required to establish new residency for tuition purposes.

"Resident" means "domicile." "Resided in" means "domiciled in."

"Legal place of residence" is defined as the place where you, your parents or guardian live for the required length of time at the time of enrollment.

"Dependent" means an individual who is claimed as a dependent for federal income tax purposes by the individual's parent or guardian at the time of registration and for the tax year preceding the year in which the individual registers.

In-District student: A Texas resident (or dependent) who physically resides (permanent residence) on property subject to ad valorem taxation by the Tyler Junior College District the required length of time (12 months).

Out-of-District student: A Texas resident who does not physically reside within the geographic boundaries of the Tyler Junior College District.

SB 1528 (Noriega/Van de Putte)

Effective for students starting Fall 2006, state law (SB 1528) allows undocumented students to be classified as Texas residents if they meet the following conditions:

- Graduated from a public or an accredited private high school or received the equivalent of a high school diploma from the State of Texas.
- Resided in Texas for a least three years as of the date the person graduated from high school or received the equivalent of a high school diploma.
- Resided in Texas for the 12 months preceding the 12th class day of the academic semester in which the person enrolls in an institution.

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• Provided the institution with an affidavit stating intent to apply for permanent residency.

Permanent residents/US Citizens can also claim in-state residency if they meet the following conditions:

- · Graduated from a public or an accredited private high school or received the equivalent of a high school diploma from the State of Texas.
- Resided in Texas for at least three years as of the date the person graduated from high school or received the equivalent of a high school diploma.
- Resided in Texas for the 12 months preceding the 12th class day of the academic semester in which the person enrolls in an institution.

Reclassification

Reclassification as a non-resident. Persons who have been classified as residents of Texas shall be classified as non-resident students whenever they shall report, or there is found to exist, circumstances indicating a change in residence to another state. If students who have been classified as residents of Texas are found to have been erroneously classified, those students shall be reclassified as non-residents and be charged the non-resident tuition beginning with the semester following the date that the institution discovers the error.

Reclassification as a resident. If students have been erroneously classified as nonresident students and subsequently prove to the satisfaction of the appropriate officials of an institution of higher education that they should have been classified as a resident student, they shall be reclassified as residents of Texas and may be refunded the difference between the resident and non-resident tuition for each semester in which the student was erroneously classified and paid the non-resident tuition rate.

Students must complete any reclassification of residency prior to the certification day of that term (12th class day-16-week session; 4th class day-summer session) in order to pay the new tuition and fees for that semester.

Tuition and Fees

Tuition rates at Tyler Junior College are low because the College is partially supported by the State of Texas. All tuition and fees must be paid by the published deadline to reserve schedule. Consult the course registration sections of Apache Access for the required payment deadlines. Any other plan must be an approved aid program with the Financial Aid office. All tuition and fee payments made by an outside company or agency must be presented prior to or during registration.

Registration Fee*

A registration fee of \$25 will be charged to all students. An additional fee of \$30 is charged for Late Registration (enrollment after the regularly scheduled online registration). A fee of \$25 will be charged for all insufficient funds checks, if the check was presented in payment of tuition and fees. Insufficient funds checks result in unpaid student accounts. Unpaid student accounts will be turned over to a collection agency.

Visit the TJC Web site @ www.tjc.edu

Tuition, Fees, Surcharges*

Residents of the TJC District

Tuition: \$20 per semester hour with a minimum total tuition charge of \$25.

General education fee: \$26 per semester hour.

Student Life fee: \$2 per semester hour up to a maximum of \$26 for 13 semester hours.**

Texas Residents from outside the TJC District

Tuition: \$20 per semester hour with a minimum total tuition charge of \$25.

Out-of-district surcharge: \$32 additional per semester hour.

General education fee: \$26 per semester hour.

Student Life fee: \$2 per semester hour up to a maximum of \$26 for 13 semester hours.**

Non-Texas Residents

Students whose residence is outside the state of Texas and who are thereby classified as non-resident students according to the definition provided by the statutes of the state of Texas are charged a special non-resident tuition rate:

Tuition: \$48 per semester hour with a minimum total tuition charge of \$200.

Out-of-state surcharge: \$32 additional per semester hour.

General education fee: \$26 per semester hour.

Student Life fee: \$2 per semester hour up to a maximum of \$26 for 13 semester hours.**

Special Fees*

ID Cards

All students at Tyler Junior College are issued identification cards at their first registration. This card will be presented for admission to College activities, use of library and learning resources, use of the OHPE Center, as a meal ticket and for other College functions requiring identification. The card should be obtained during registration or the first two weeks of school. If the card is lost or not obtained during this period, a late/lost card fine will be assessed. Cards are invalidated upon replacement or during semesters when a student is not enrolled.

Parking Fees

All full- and part-time students who operate a motor vehicle on property owned or controlled by the College are required to register each vehicle with the Campus Safety Office and to pay parking fees. A registration permit must be affixed to each vehicle in accordance with the Parking Rules and Regulations of the College.

Motor vehicles will be registered for an academic year (September 1 through August 31) or for the balance of the year registered, whichever is applicable. Student permits, however, are authorized on a semester-basis. Permits are provided to students who show a college receipt reflecting payment of current parking fees due. Operation of a vehicle on property owned or controlled by the College for which current-semester parking fees have not been paid may result in a parking ticket from Campus Safety.

^{*} Subject to change by the State Legislature, Coordinating Board or Board of Trustees of Tyler Junior College.

^{*}This does not apply to distance learning (online OR telecourse) courses. There is NO Student Life fee if a student is ONLY taking distance learning hours, and they don't have to come on campus for any classes.

In order to register a vehicle, a driver's license, student identification card and motor vehicle license number must be presented at the Campus Safety Office, along with a College receipt showing payment of current parking fees.

Fall Semester	\$25	Summer I	\$15
Spring Semester	\$25	Summer II	\$15

Special Music Fees

Music fees per semester, for individual lessons in the		
music disciplines listed below:	One 30-Minute Lesson Per Week	Two 30-Minute Lessons Per Wee ^k
Organ, Piano, Voice, Violin, Violoncello, Guitar,		
Woodwind Instrument, Brass Instrument, Percussion	\$75	\$100

Other Special Fees

- 1. Health Service Fee: \$30 per regular semester; \$15 per summer term
- 2. College Preparatory Fee: \$20 (per course, specified courses only)
- 3. Laboratory Fee: \$25 (per course, specified laboratory courses only, in accordance with the requirements of the statutes of the State of Texas)
- 4. Out-of-State Distance Education Fee: \$65 per semester hour
- 5. Non-Funded Course Fee: \$75 per semester hour
- 6. Course-Specific Fees: To offset materials and other related costs for the delivery of instruction in specific courses, a varying course-specific fee may be charged. Examples: certain courses in respiratory care, nursing and health and kinesiology.
- 7. Posting Fee: \$25 is paid by students for posting credit to permanent records in the following situations:
 - a. Credit by examination
 - b. Credit for life experience
 - c. Credit by articulation agreement

Excess Hours Tuition Notice

Once a student has attempted in excess of 27 hours of developmental (College Preparatory) courses the College no longer receives state funding; therefore, the College assesses a higher tuition for these classes.

Students who attempt excess hours (70 for associate in arts degree or 170 for bachelor's degree) in a state-supported college or university before receiving a bachelor's degree may be charged additional tuition for the excess hours. Courses attempted which are (1) WECM, vocational/technical, and/or developmental; (2) credit by examination, or (3) hours attempted while paying out-of-state tuition are exempt from these total hours.

How to Pay for College

In addition to cash, check, or major credit card, students may apply for financial aid, apply for a Bridge Loan to satisfy payment deadlines in advance of acnticipated financial aid arrival and/or elect to pay through an Installment Plan.

Financial Aid Funds

Financial aid and scholarship monies must be accepted and awards made prior to registration in order to pay your account. College charges (tuition, fees, housing, etc.) are collected from the first financial aid money available to the student regardless of due date. Students are responsible for paying any tuition, fees, room, board, loans or scholarships by appropriate due dates.

Installment Plan

Terms: One half of the tuition and fees plus \$25 loan processing fee due in advance of the semester (on day of registration) and two(2) one-fourth payments due prior to the 6th and 11th class weeks. NOTE: This must be a signed agreement with the Business Services/Accounts Receivable office. First half payment must be collected at time of completing registration and signing the agreement. You must be eighteen (18) years of age or parent or guardian's signature is required. NOTE: Special Terms, Summer I and Summer II are NOT eligible for installment plan. Failure to pay on or before the due date will result in your schedule being dropped for non-payment. Additional fees, including cost of collection, will be charged to the student.

Bridge Loan

Students with bridge loans are responsible for payment of the loan by due date unless a complete withdrawal form is completed with your advisor and processed by the Registrar's office prior to the first official day of class. Failure to pay on or before the due date will result in your schedule being dropped for non-payment. Additional fees, including cost of collection, will be charged to the student.

Payment by an Outside Company

Students whose tuition and fees are being paid by an outside company or business, must supply information regarding the agreement to the Business Services office prior to registration. Advance approval from Business Services is required.

Tyler Junior College Refund Policy*

Refund payments will be **mailed to the student's permanent address 4–6 weeks after the 12th class day**. Refunds are mailed on a weekly basis, alphabetically.

Refund of Mandatory Tuition and Fees (16-week/Regular Terms Only)

Students who completely withdraw or reduce their credit-hour load (remain enrolled at Tyler Junior College) by completing the proper forms with their academic advisor shall have their tuition and mandatory fees refunded according to the following schedule:

Prior to the first official class day	
During the first fifteen class days	
During the sixteenth through twentieth class day	25%
After the twentieth class day	0%

Registration and Late Registration fees are non-refundable.

Students who "swap" credit hours (exchange one three hour course for another three hour course) may do so without a monetary drop penalty. The even exchange applies **only** if the course add and drop are completed by your advisor and presented to the registrar at the same time. Additional fees may apply.

Students who completely withdraw on or before the 60% point in time of the enrollment period will have a federally-required return of Title IV calculation done to determine the amount of money the student will owe to the federal government.

Weekend College

The above dates and policy will apply to the Weekend College program regardless of the actual start dates of classes.

Special Notes

It is the student's responsibility to drop courses. (However, students are not allowed to drop College Preparatory classes.) The dates used for determination of

^{*} Subject to change by the State Legislature, Coordinating Board or Board of Trustees of Tyler Junior College.

refunds are those entered by the Registrar's office when the drop slip is received and processed by them. Refunds will be applied to outstanding debts owed to Tyler Junior College. Unpaid student accounts will be turned over to a collection agency. Any cost associated with the collection of outstanding account balances including reasonable attorney's fees, cost of collection, and court cost incurred in the prosecution of suit will be paid by the student.

Additional fees must be paid in the cashier's office the same day as adding and changing courses to reserve your schedule. All courses in which a student is enrolled will be dropped for non-payment if 100% of tuition and fee charges are not paid.

The refund policy is subject to change by the vote of the Tyler Junior College Board of Trustees or the legislature of the State of Texas.

Refund of Mandatory Tuition and Fees (8-Week/Special Terms Only)

Students who completely withdraw or reduce their credit-hour load (remain enrolled at Tyler Junior College) by completing the proper forms with their academic advisor shall have their tuition and mandatory fees refunded according to the following:

Prior to the first official class day 100% After classes begin (see table below)

Drops and Withdrawals

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Length of Class Term in Weeks		Last Day for 25% Refund
2 or less	2	N/A
3	3	4
4	4	5
5	5	6
6	5	7
7	7	9
8	8	10
9	9	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or longer	15	20

Example: Three Week Course

Prior to the first official day of class	100%
During the first through third class days	70%
During the fourth class day	25%
After the fourth class day	0%

Registration and Late Registration fees are non-refundable.

It is the student's responsibility to drop courses. The dates used for determination of refunds are those entered by the Registrar's office when the drop slip is processed.

Refund Processing

Refunds will be mailed to the student's permanent address 4-6 weeks after the certified drop day (12th day).

Refunds will be applied to outstanding debts owed to Tyler Junior College.

Academic Advising and Testing

All students new to Tyler Junior College may be required to participate in a testing and advisement process after satisfying admissions requirements.

College policy requires academic advisement, such as course selection, interpretation of test scores, selection of a major field of study and interpretation of TJC course transferability, by an **academic advisor** assigned to the School of Allied Health and Nursing, the School of Applied Studies, or the School of University Studies, for each student.

Students are encouraged to identify a major interest area and consult the academic advisor assigned to the School which most closely represents that interest. Students whose major field of study has not been determined may consult with any academic advisor for initial advisement. All students are encouraged to contact the appropriate advisor's office by telephone to arrange a meeting with an advisor immediately upon the availability of test scores. (Allied Health and Nursing, 903–510–2662; Applied Studies, 903–510–2347; University Studies, 903–510–2425)

Returning students with a selected major are advised by advisors within their major. These students should consult with their academic advisor well in advance of registration to avoid possible advisement delays.

Orientation

Psychology 1100, Orientation, is required of all full-time beginning students. Students who choose not to attend summer orientation may enroll in a one-semester-hour class during their first semester.

Summer Apache Orientation

Summer orientation sessions are available to students who wish to complete the orientation requirement and register early for the fall semester. Students who participate in one of the summer orientation sessions learn about the college courses available, discuss college and career plans with academic and faculty advisors and then complete registration procedures for the fall semester. The state-mandated Texas Higher Education Assessment (THEA) test or the Tyler Junior College official alternative test to THEA (Accuplacer) must be taken and scores on file before attending a summer orientation session. (See information below for testing exemptions and exceptions.) The THEA or official alternative test will be used to assure that students are enrolled in classes compatible with their educational backgrounds and abilities. Students also have the opportunity to spend the night in a residence hall to see first-hand what college life is like, to meet some classmates for the coming semester and to become familiar with the campus before classes begin.

Testing/Assessment

State Testing Requirements

The Texas Success Initiative (TSI) (SB 286—Sections 51.3062 & 51.403e) was put in place with the repeal of the TASP mandate during the 78th legislative session. Tyler Junior College (TJC) will determine a student's readiness for college level coursework through an assessment which **may be required of all first-time, entering students**. This statute includes students involved in distance education enrolled through TJC. Under no circumstances will the results of any assessment be used as a condition of admission to TJC. (Subject to change by state or College)

The Texas State Education Code requires that students who enter Texas public institutions of higher education may have to take the state-mandated THEA or an approved alternative test prior to enrolling. This includes all full-time and part-time freshmen enrolled in a certificate or degree program. Results of the test will be used for

course placement only. For testing information, please call the testing center at 903-510-2617, or visit the Web site: testing.tjc.edu.

TSI Exemptions/Exceptions

- 1. The following exemptions or exceptions related to assessments apply to incoming students needing assessments:
 - a. For a period of 5 years from the date of testing, a student who is tested and has earned college credit and performs at or above the following standards:
 - ACT: Students who score 19 or above with a composite score of 23 will be exempted in corresponding subject area(s).
 - SAT: Students who score 500 or above with a composite score of 1070 will be exempted in corresponding subject area(s).
 - b. For a period of 3 years from the date of testing, a student who is tested and has earned college credit and performs at or above the College Readiness standard as determined by the Texas Assessment of Knowledge and Skills (TAKS) with English/Language Arts score of 2200 or higher WITH a 3 or higher on the essay, and math score of 2200 or higher. However, students exempt from State testing (THEA or Accuplacer) because of their math TAKS score of 2200 or higher may have to take a math placement test in the Testing Center before enrolling in college-level math; contact the Testing Center for additional information.
 - c. A student who has graduated with an associate or baccalaureate degree from a public institution of higher education in the state of Texas.
 - d. A student who transfers to TJC from an accredited private or independent accredited institution of higher education or an out-of-state institution of higher education by a regional accrediting body and who has satisfactorily completed (C or better) college-level coursework as determined by TJC.
 - e. A student who has previously attended a regionally accredited institution and has been determined to have met readiness standards by that institution as indicated on an official transcript.
 - f. A student who is enrolled in a certificate program of one year or less (Level-One certificates. 42 or fewer semester credit hours or the equivalent) at a public junior college, a public technical institute, or a public state college. (A student who enters under this exception and then changes his/her major must meet the qualifications set for his/her degree or certificate.) (Selected certificate programs may require testing.)
 - g. A student who serves on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
 - h. A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.
 - i. Under exceptional circumstances, TJC may exempt a non-degree-seeking or noncertificate-seeking student. These students have traditionally been deemed casual students and are not allowed to take more than 6 hours per semester.

Contact the Admissions office at 903-510-2399 for additional information regarding exemptions/exceptions.

Course Restrictions

Students whose THEA, Accuplacer, or other alternative test scores fall below specified levels are restricted from certain courses (listed below). The restriction is in effect until the student retests and the required score is presented. Students should contact their advisor or registrar for additional information.

If a student is enrolled in developmental reading (any level unless otherwise noted), he or she is restricted from enrolling in the following courses:

AGRI 1309

ARTS 1303, 1304

BIOL 1406, 1407, 1408, 1409, 1411, 1413, 1424, 2401, 2402, 2406, 2416, 2417, 2420, 2421, 2471

CDEC All Courses (Student must be eligible to enroll in READ 0303.)

CHEM 1405, 1406, 1407, 1408, 1411, 1412, 2423, 2425

COMM 1307

DRAM 2361, 2362

ECON 2301, 2302

EDUC 1301, 1325, 2301

ENGL 1301, 1302, 2311, 2322, 2323, 2327, 2328, 2332, 2333

GEOL 1401, 1403, 1404, 1405

GEOG 1303

GOVT 2107, 2305, 2306

HIST 1301, 1302, 2301, 2311, 2312

HUMA 1301, 1302

MUSI 1308, 1309

PHIL 1301, 2306

PHYS 1401, 1402, 1405, 1411, 1412, 2425, 2426

PSYC 2301, 2319

SLNG 1321, 1347, 2301, 2311 (Score of 200 on THEA or READ 0302 with grade of "C")

SOCI 1301, 2301, 2331

SPCH 1311, 1318

TECA 1303, 1311, 1318, 1354

If a student is enrolled in any level of developmental math, he or she is restricted from enrolling in the following courses:

MATH 1314, 1332, 1333

CHEM 1411, 1412

If a student is enrolled in any level of developmental English, he or she is restricted from enrolling in the following courses:

EDUC 1301, 1325, 2301

ENGL 1301, 1302, 2311

GOVT 2107, 2305, 2306

HIST 1301, 1302, 2301, 2311, 2312

PHIL 1301, 2306

PSYC 2301

SPCH 1315, 1321

TECA 1303, 1311, 1318, 1354

In order to enroll in one of the following courses, a student must have a minimum THEA score of 220 and, if below 230 must be concurrently enrolled in READ 0303:

BIOL 2404; PSYC 2314

Required Developmental Education

A student who is seeking a degree and fails one or more sections of the THEA or alternative test, or who scores below TJC's minimum standard on a placement test, must "continuously participate" in developmental activity in the College Preparatory Studies program. Developmental education is required for every semester/term in which the student is enrolled until all sections of the THEA test are passed or until satisfactorily completing all remaining courses in the areas failed. A student who has more than one developmental class through College Preparatory Studies must enroll in all developmental classes required and may not withdraw from these classes. They must continue in these classes until the courses are completed or the student passes THEA or an alternative test. If a student is dropped from one required college preparatory class due to excessive absences, they will be dropped from all other classes and withdrawn from TJC.

Special Accommodations

Students with documented disabilities who seek special testing accommodations for THEA, Quick THEA, Accuplacer, SAT, ACT, or GED are advised to contact the director of testing at 903-510-2389 for more information. TJC students with documented disabilities who seek special accommodations for their classroom tests should contact Support Services at 903-510-2878.

TJC Certificate-Specific Placement Testing and Advanced Math Placement Test

Beginning students who are TSI complete or testing exempt may be required to take placement tests in English, Math and/or Reading for proper placement in courses at Tyler Junior College. Information on these tests may be obtained by contacting the appropriate program.

Students who wish to retest must follow certain program specific procedures (examples include but not limited to: enroll and complete a college preparatory course and/ or complete a computerized tutorial program). Students should visit with an academic advisor for more information regarding the retesting policy.

College Level Credit by Examination (CLCBE)

Tyler Junior College does not award academic credit for work taken on a non-credit basis without appropriate documentation that the non-credit coursework is equivalent to a designated credit experience. However, Tyler Junior College recognizes the fact that many students, independent of the college environment, have achieved the goals and objectives of certain college courses. In accordance with that belief, Tyler Junior College has adopted policies and procedures whereby students may receive college credit for that knowledge and/or experience or may be enrolled in classes commensurate with the academic level to which they belong.

CLCBE credit does not fulfill the full-time student requirement for the College and may not be used to complete semester hour requirements for scholarships at Tyler Junior College. Credit earned through CLCBE procedures will apply toward the graduation requirements of Tyler Junior College.

Credit will also be given for acceptable advance placement scores of the College Board (AP), College Level Examination Program (CLEP-subject exams only), and certain specific departmental institutional tests. Students are eligible to receive a maximum of 15 semester hours credit through CLCBE procedures provided they are concurrently enrolled at Tyler Junior College and complete a full semester of academic work in the classroom setting. Upon successful completion of any CLCBE experience, a grade of CR will be awarded and will not affect the grade point average. Tyler Junior College does not guarantee the transfer of credit awarded through College Level Credit by Examination (CLCBE) to other institutions; therefore, those individuals who desire to transfer credit should contact the institutions of choice for such information. There is a \$15 pre-administration fee in addition to the cost of the tests. There is also a \$25 fee for posting credit by examination to college records.

For further information about the College Level Credit by Examination Program, contact the Tyler Junior College Testing Center at 903–510–2388. (Testing and prices are subject to change.)

Credit by Articulation Agreement

Certain high school courses have been approved for college credit through articulation agreement between the faculty of both schools. Please contact the Admissions office for information regarding agreements with your school. Posting fee required.

Career Services Information

Career information available for students includes exploration of career options, computer-based interest and personality assessments, occupational information, senior colleges and transfer information. Other services available include job search information, referrals for part-time and full-time employment, employee information through specific department chair liaisons and résumé help. Seminars are conducted on résumé writing, job search strategies and interview techniques throughout the year.

For more information, contact the Tyler Junior College Career Services office 903–510–2334 or visit us at www.tjc.edu/careerservices.

APACHE ACCESS

Apache Access is a single Web interface that provides personalized access to information, applications, processes and much more. Once admitted to TJC, students are provided a user account to Apache Access so that services and applications of TJC are available at any time via the Internet.

By logging on to the Apache Access Web portal, students can register for classes, as eligible; review financial aid and payment status; check grades; learn about upcoming events and deadlines; communicate with instructors and other students; join academic and student life groups; and check personal e-mail.

Students desiring to access Apache Access on campus may do so using open computer labs, according to labs' operational schedules.

To learn more about Apache Access, go to www.tjc.edu/apacheaccess.

Numbering of Courses

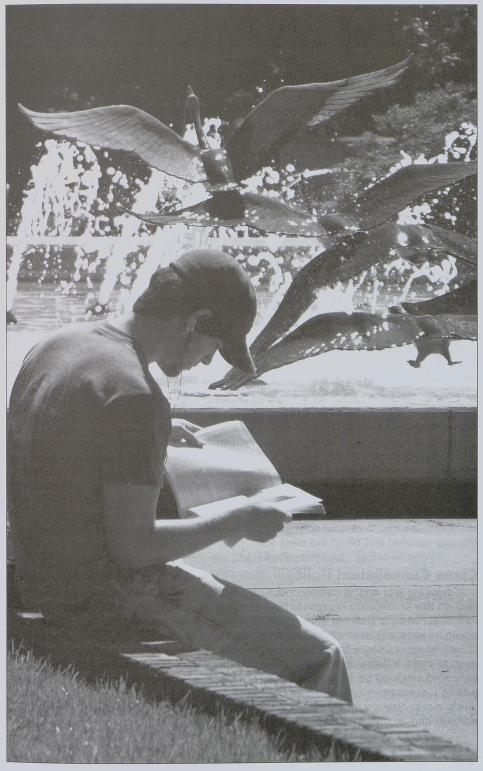
The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore)

Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.



How To Get Started 23

WHAT WE EXPECT

College Regulations

Responsibility for Admission Requirements

Students are responsible for meeting all admission requirements including furnishing the necessary transcripts of their work. Failure to meet all requirements within a reasonable period of time after registration may cause them to be dropped from all work for which they have been enrolled.

Tyler Junior College reserves the right to refuse admission or readmission to any applicant who does not comply with admissions procedures or where evidence exists that the applicant probably would be incompatible with the aims and objectives of the College or where, in the judgment of the College, the applicant's presence on campus would not be in the best interest of the applicant or the College. An applicant who has a record of numerous arrests for violations of the law or whose conduct consistently has demonstrated anti-social behavior can be accepted only if the College is fully satisfied that his/her admission will be in the best interest of both the applicant and the College. Any person who does not agree with the above policy has the right of due process.

Registration

Students are strongly encouraged to register for classes using Apache Access in order to have the widest choice of courses and to make the registration procedure more uniform. Students may be permitted to enroll during the scheduled Late Registration period, as space permits, but a non-refundable fee of \$30 will be charged.

Adding and Changing Courses

After fees have been paid, adding or changing courses will be approved only for the most pressing of reasons. The student must consult their academic advisor to add or change a course. Compelling reasons for changing or adding courses might involve a change of degree plan or conflict of classes. The final date for changing courses can be found in the College calendar (in the back of this *Catalog*). If dropping and adding classes results in additional charges, these must be paid on the day of schedule change(s) in order to reserve schedule. Tuition and fees must be paid in full to be officially enrolled and be on the class roll.

Class Cancellation Policy

If dropping and adding classes results in additional charges, these charges must be paid on day of drop/add in order to reserve schedule. Courses may be cancelled for lack of sufficient enrollment at the close of registration each semester. Any course with fifteen or fewer students will be subject to review by the dean of the school where the course is offered. Department chairs will have to provide adequate justification for the dean to make a decision to keep a class with fewer than fifteen students. Students in a cancelled class will be allowed to immediately register in another class. If dropping and adding classes results in additional charges, these must be paid on the day of schedule change(s) in order to reserve schedule. All tuition and fees must be paid to be officially enrolled and be on the class roll

Student Classification

The student's classification is based on cumulative college semester hours passed (not counting hours currently enrolled). A student is classified as follows:

Student who has 0-29 semester credit hours Freshman Sophomore Student who has 30-60 semester credit hours Student who has 60 or more semester credit hours Unclassified

Student enrolled in fewer than 12 semester hours in a long semester Part-time

or fewer than 6 hours in a summer term

Full-time Student who is enrolled in a minimum of 12 semester hours in a long

semester or 6 semester hours in a summer term

Withdrawal

Students desiring to withdraw from school must meet with their academic advisor in order to submit a withdrawal petition to be processed by the Registrar's office and is subject to the College's administrative and refund policies.*

Reinstatements

A student who has been withdrawn from a course may be reinstated with the recommendation of the instructor and approval of the appropriate department chair. The student must initiate the reinstatement request within seven calendar days of the official date of drop by personally contacting the instructor involved.

Attendance

Regular class attendance is fundamental for the success of the student; therefore, a student must report promptly and regularly to all classes.*

Students enrolled in any college preparatory class must be careful not to miss more than six unexcused hours of a college preparatory class. The instructor has the authority to drop the student which then causes them to be dropped from all College credit classes and withdrawn from Tyler Junior College.

Student Absences on Religious Holy Days

A student may be excused from classes for a religious holy day provided, not later than the 15th day after the first day of the semester, the student notifies in writing each instructor of each class that he/she will miss for a religious holy day. Each student is responsible for work to be made up.

"Religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under SECTION 11.20, TAX CODE.

Scholastic Probation

When a student's cumulative record indicates that he/she is failing to make satisfactory progress, he/she is considered to be scholastically deficient and is placed on scholastic probation. Scholastic probation is a conditional permission for a student to continue in college.

Satisfactory progress is defined as follows:

A student must maintain a cumulative "C" average (2.0) on all work completed and/or accepted in transfer at Tyler Junior College. Completed courses are those which receive grades of "A", "B", "C", "D" or "F".

^{*} For additional information, see Student Handbook.

A student who fails to achieve a "C" average after accumulating 12 hours will be notified of his/her probationary status. Students who have completed 12 hours will have their status reviewed after completion of each additional 12 semester hours. It is recommended that students on probation see an academic advisor concerning ways in which they might improve their academic standing.

Should a student fail to achieve a cumulative 2.0 grade point average at the end of a second consecutive evaluation (12 additional semester hours credit), the student will receive notification that he/she must report for academic advising before being allowed to register and continue on probation.

If a student fails to achieve a cumulative 2.0 grade point average at the end of the third consecutive evaluation (12 additional semester hours credit), he/she will be placed on academic suspension. Students on probation who achieve a "C" average for any given term will be allowed to continue on probation for the next term, although the cumulative average is below 2.0. Students on probation for the third consecutive semester who do not have a "C" average for the immediately preceding semester will not be allowed to attend Tyler Junior College for the next long semester.*

After a semester on suspension, students will be allowed to re-enroll on probation. These students will remain on probation until they earn a cumulative grade point average of 2.0 or better.

Students who have been on suspension from Tyler Junior College or another college who are allowed to register at Tyler Junior College must make a "C" average in all courses attempted that semester or they will be suspended for one year.

A student suspended for scholastic reasons may appeal his/her suspension to the admission appeal committee.

Students requesting transfer to Tyler Junior College will be evaluated by the same criteria applied to Tyler Junior College students.

The student is held responsible for knowing College regulations regarding the standard of work required to continue in the College, as well as the regulations dealing with scholastic probation and enforced withdrawal.

Grades and Reports

The standing of the student in each course is determined by class performance and by regular examinations. Two hours is considered a reasonable amount of time for average students to spend in preparation for each hour of class work.

Final grades for each class are posted on Apache Access, the TJC Web portal for students. Grades are not mailed. To check grades, students log in to Apache Access at www.tjc.edu/apache access.

Challenge of a final course grade must be completed within the first thirty (30) days of the next long semester and must follow the procedures to challenge a grade outlined in the "Academic Grievance Resolve" in the *Student Handbook*. Any grade that is not challenged within the specified time frame is not subject to appeal and will remain as recorded.

Academic Fresh Start

Senate Bill 1321 entitles residents of this state to seek admission to public institutions of higher education without consideration of courses undertaken ten or more years prior to enrollment.

NOTE: Some programs require a "C" or better as a passing grade.

^{*}For the purpose of determining compliance with the policies of academic suspension, the two summer terms will be equivalent to one long semester.

For admission requirements, students must list all previous colleges attended. Students who wish to apply for "Academic Fresh Start" must complete forms in the Admissions office.

When students apply for "Academic Fresh Start" all credit 10 or more years old will not be used for admission.

Grading System

- A— 4 grade points per semester hour, an EXCELLENT performance
- 3 grade points per semester hour, a GOOD performance
- C— 2 grade points per semester hour, a FAIR performance
- D— 1 grade point per semester hour, a POOR performance, but a passing grade
- F— 0 grade points per semester hour, a FAILING grade
- 0 grade points, INCOMPLETE due to illness or other unavoidable circumstances, must be completed within 30 days after the beginning of the following semester, or grade will be F
- IP— 0 grade points, IN PROGRESS (neither passing nor failing), student must register and pay for course again the next semester. Grade used for college preparatory courses only
- W— 0 grade points, WITHDRAWN from course without failing, prior to the 15th week of semester, or 4th week of a summer term
- CR— Credit by Examination or Advanced Placement; Credit by Articulation Agreement

President's List

To promote high standards of scholarship, the College has established the President's List, which is published at the end of each semester. To qualify for the President's List, a student must have a 4.0 grade point average (all "A's"), with a minimum of 12 hours of college level courses (1000 or above) taken from Tyler Junior College (not including correspondence, transfer or Virtual College of Texas courses) with a 4.0. Students must have no "D's", "F's", "I's" or "IP's" in college level or developmental courses.

Dean's List

To promote high standards of scholarship, the College has established the Dean's List, which is published at the end of each semester. To qualify for the Dean's List, a student must have a 3.3 grade point average with a minimum of 12 hours of college level courses (1000 or above) taken from Tyler Junior College (not including correspondence, transfer or Virtual College of Texas courses) with a 3.3. Students must have no "D's", "F's", "I's" or "IP's" in college level or developmental courses.

Graduating with Honors

To graduate with honors, a student must complete all required courses of his/her appropriate degree. Grade point average is based on all accumulated course work of college level courses (1000 or above) attempted.

Summa Cum Laude (Highest Honors)—4.0 grade point average.

Magna Cum Laude (High Honors)—3.6 grade point average.

Cum Laude (Honors)—3.3 grade point average.

Semester Grade Point Average (SGPA):

Average will consist of the total of all course work completed for a given semester. The total number of grade points earned will be divided by the number of semester hours attempted.

Cumulative Grade Point Average (CGPA):

Average will consist of the total of all college level work completed at Tyler Junior College, excluding courses below the 1000 level. The total number of grade points earned in college level courses will be divided by the number of semester hours of college level courses attempted.

Degree Grade Point Average (DGPA):

Average will consist of the total of all course work counted toward a specific degree plan at Tyler Junior College, excluding courses below the 1000 level. The total number of grade points earned in college level courses will be divided by the number of semester hours of college level courses used to meet graduation requirements. Only hours and grade points earned in the last passing grade will be used to calculate degree grade point average. This grade point average will be used on the degree plan only to determine eligibility for graduation.

Total Grade Point Average (TGPA):

Average will consist of the total of all coursework including developmental and college level courses. Total grade points earned in these courses will be divided by the number of semester hours for these courses.

Numbering of Courses

One semester hour represents one class hour per week for 16 weeks; for example, one course meeting three hours a week for 16 weeks carries credit of three semester hours.

Courses designated as developmental will not count as elective or degree credit toward any degree. Courses in this catalog which are developmental have four-digit numbers, the first number is a "0".

Tyler Junior College has joined the **Texas Common Course Numbering System Consortium** approved by the Texas Association of Collegiate Registrars and Admissions Officers and the Texas Higher Education Coordinating Board. This numbering system was developed for the purpose of facilitating the transfer of general academic courses.

The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore)

Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

All descriptive titles of courses are followed by two numbers in parentheses. The first of these numbers gives the number of lecture hours each week while the second number gives the number of laboratory hours each week. For example, the notation (3-2) indicates that a course has three hours of lecture and two hours of laboratory weekly.

Transfer Credit

All credits taken at a college or university accredited through one of the regional associations listed below will be evaluated toward a degree at Tyler Junior College:

Middle States Association of Colleges and Schools/Commission on Higher Education

New England Association of Schools and Colleges

North Central Association of Colleges and Schools

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Northwest Association of Colleges and Schools

Southern Association of Colleges and Schools

Western Association of Schools and Colleges/ Accrediting Commission for Senior Colleges

Western Association of Schools and Colleges/Accrediting Commission for Community and Junior Colleges

It is the policy of Tyler Junior College not to transfer credits received from any United States institution not so accredited. However, students who have gained proficiency through completion of course work from non-accredited institutions should consult an academic advisor regarding credit by examination.

Course-by-course evaluation will be completed by the Registrar's office staff as needed for degree or program planning. Individual courses transferred will not be posted on the Tyler Junior College permanent record, but a summary of the total hours accepted from other institutions will be a part of the permanent record.

Students planning to transfer Tyler Junior College course work to another college or university are advised to contact the transfer institution to determine its transfer policy.

Tyler Junior College has established transfer agreements with all area colleges and universities. Course transfer information is available from faculty advisors, instructional deans, department chairs, program directors, academic advisors, or college counselors at the institution to which the student intends to transfer. The decision to accept Tyler Junior College courses in transfer and/or to apply those courses to individual degree plans is made by the receiving institution. Students should always consult the college catalog and proper officials of that institution. Credit transfer decisions will be based upon the following criteria:

- 1. the educational quality of the institution from which the student transfers;
- 2. the comparability of the nature, content, or level of credit earned to that offered by the receiving institution; and
- 3. the appropriateness and applicability of credit earned to the programs offered by the receiving institution.

Articulation Agreements: Tyler Junior College currently has transfer articulation agreements with numerous colleges/universities including Austin College, Baylor University, Midwestern State University, Texas A&M/School of Engineering, The University of Texas Southwestern Medical Center at Dallas, and Texas A&M University at Commerce. Also, Tyler Junior College participates in the Texas Common Course Numbering System which freely allows all of our required core curriculum courses to be transferable.

Disputes

Transfer disputes may arise when a lower-division course is not accepted for credit by a Texas institution of higher education. To qualify as a dispute the course(s) in question must be offered by the institution denying the credit (receiving institution), or in the case of upper-level institutions, must be published as a lower-division course accepted for fulfilling lower-level requirements. For community colleges, the course(s) must be listed in the Community College General Academic Course Guide Manual, and be offered at the receiving institution. Additionally, the sending institution must challenge the receiving institution's denial of credit.

Instructions for Completing the "Transfer Dispute Resolution" Form Rules and Regulations of The Texas Higher Education Coordinating Board, Chapter 5, Subchapter S 5.393

- a. The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer disputes involving lower-division courses:
 - If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that transfer of the course credit is denied.
 - 2. The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Board rules and/or guidelines.
 - 3. If the transfer dispute is not resolved to the satisfaction of the student or the sending institution within 45 days after the date the student received written notice of denial the institution whose credit is denied for transfer shall notify the Commissioner of the denial.
- b. The Commissioner of Higher Education or the Commissioner's designee shall make the final determination about the dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institutions.
- c. All public institutions of higher education shall publish the procedures described in subsections (a) and (b) of this section in their undergraduate course catalogs.
- d. All public institutions of higher education shall furnish data to the Board on transfer disputes as the Board may require in accord with its statutory responsibilities under Section 61.078(e) of the Education Code.
- e. If a receiving institution has cause to believe that a course being presented by a student for transfer from another school is not of an acceptable level of quality, it should notify the Commissioner of Higher Education. The Commissioner may investigate the course. If its quality is found to be unacceptable, the Board may discontinue funding for the course.

Reverse Transfer Graduation

Students who have completed 25 percent of a degree program at Tyler Junior College may transfer back from a regionally accredited college or university credits to complete their degree requirements. These students must furnish Tyler Junior College with official transcript(s) from the accredited college or university they have attended and make a written request to graduate.

Student Load

A student may enroll in one or more courses. A standard load is considered to be five solid courses (three or four semester hours credit each) plus physical education activity and freshman orientation (first semester). Organizations such as band and choir may be added without special permission. Students desiring to take more than 20 hours per semester are required to present an outstanding record on courses already completed and obtain the permission of their instructional dean for the overload. The combined summer and MayMester load may not exceed 15 semester hours. Sophomore status is attained by the completion of 30 semester hours.

Records and Transcripts

Students shall have access to their official education records and shall have the opportunity to challenge such records if they deem them inaccurate, misleading or otherwise in violation of their privacy or other rights. Except for directory information, Tyler Junior College will not release personally identifiable data from student records to other than a specified list of exceptions without a written consent of the student. Even a release of information to parents requires a student's written consent without proof of dependency.

In compliance with the Family Educational Rights and Privacy Act of 1974 (PL-93-380), as amended, the following information is provided concerning student records maintained by Tyler Junior College; and upon request, this act is available for review in the Registrar's office:

Area in which student records are maintained:

- 1. Academic records: Registrar's office, Continuing Education office and faculty offices
- 2. Placement and testing records: Registrar's office and Testing Center
- 3. Financial records: Business Services office and Financial Aid office
- 4. Medical records: ETMC Campus Clinic

Review of Record

Any student has the right to inspect and review the content of his/her records, to obtain copies at the student's own expense, to receive explanations or interpretations of the records and to request a hearing to challenge the content. Access to the records may be requested on a form available from the official in charge of the particular record.

Challenging of a grade must occur within the first thirty days of the long semester immediately following awarding of the grade.

Informal Review: Follow the procedure as outlined for review of record. An official will summarize action taken on a review request form. This should be signed and dated by the review official and maintained with student's records.

Formal Review: If the informal review does not clarify the question of accuracy of record-keeping, the student may request a formal review. The Academic Appeals Committee will hear challenges concerning these records.

Parental Notification Policy in Higher Education

The Higher Education Reauthorization Act of 1998 amended FERPA (Family Education Right to Privacy Act) to permit a college, without the student's consent, to disclose to parents or legal guardians of students under age 21 information regarding:

- Any criminal or school policy violation involving alcohol or drugs
- The final results of disciplinary proceedings against a student charged and found responsible for a violent crime as identified in the Student Handbook.

In addition, colleges are allowed to disclose to federal law enforcement officials and parents of dependent students education records without the student's consent. Thus, within the structure of this policy, Tyler Junior College reserves the right to implement all parts of the policy applicable by law.

Family Rights and Privacy Act

In compliance with the Family Educational Rights and Privacy Act of 1976, Tyler Junior College protects the personally identifiable information of students. In accordance with the act (PL 93-380, section 513), as amended, and (PL 93-568, section 2), information classified as "Directory Information" may be released to the general public without the consent of the student.

Tyler Junior College hereby designates the following student information as public or "Directory Information": Name, address, dates of attendance, class, previous institution(s) attended, major field of study, awards, honors (includes President's and Dean's List), degree(s) conferred (including dates), past and present participation in officially recognized sports and activities, physical factors (height, weight of athletes) and date and place of birth.

A student may request that the above directory information be withheld from the public by making written request to the Registrar's office during the first 12 days of class of a fall or spring semester or during the first four days of a summer session. If no request is filed, information may be released upon inquiry at the discretion of the institution. A new form for non-disclosure must be completed every fall, spring and summer session or term enrolled. Tyler Junior College assumes that failure on the part of any student to specifically request the withholding of "Directory Information" indicates individual approval for disclosure.

Informed Consent

Student records will be examined by Tyler Junior College and authorized subcontractors in the process of compiling reports required by state agencies, the federal government and accrediting bodies and in conducting research for the purpose of program planning, management and evaluation. Data in all reports and research findings are aggregated to the program, special populations or institutional level. No personally identifiable information will be published nor will reports and studies be formatted in any way to permit disaggregation to the individual level by Tyler Junior College or its authorized subcontractors. Unless a student notified Tyler Junior College in writing of a desire to prevent examination of his/her record, the student's signature on the admissions application and/or readmit form shall be construed as consent to administrative and research uses of his/her records under the protections named above. No person will be denied service because he/she asks that his/her records be excluded from the process of compiling reports and conducting administrative research.

Drug-Free Campus Statement and Zero Tolerance Policy

Tyler Junior College is in accordance with the Drug-Free Schools and Communities Act Amendment of 1989 which requires that a clear statement regarding the consequences of drug use and abuse, along with information about sources of available assistance, be made available to every student and employee. The *Student Handbook* contains a clear policy on zero tolerance and detailed information about emotional, medical and legal consequences of drug use and abuse. Relatedly, zero tolerance means any student found responsible for on-campus use, possession or distribution of controlled substances will receive legal and college disciplinary action which could result in suspension or expulsion from the College. Additional information regarding this policy or programs for students with substance abuse problems is available in the *Student Handbook*.

Change of Name or Address

A student who changes his/her residence or mailing address is expected to notify the Registrar's office of this change immediately. If a change of residency is implied (as it affects tuition), documentation must be furnished to the Admissions office. The permanent address is the address on record and all official correspondence will be mailed to that address. Any communication from the College which is mailed to the name and address on record is considered to have been properly delivered and the student is responsible therefore.

Student Consumer Information

Information not found in this catalog regarding Tyler Junior College may be found in the Student Activities office, located on the second floor of Rogers Student Center.

Student Right-To-Know

"Tyler Junior College, in compliance with the Student Right-To-Know Act, makes available to any enrolled or prospective student its completion or graduation rate. This information is available upon request in the Office of the Vice President for Student Affairs."

Tyler Junior College Equal Opportunity Compliance

Tyler Junior College is a comprehensive community college offering core curriculum courses designed for transfer to upper-level colleges and universities as well as workforce programs designed to prepare graduates for immediate entry into the career field of their choice.

An open enrollment institution, TJC provides open access to quality education to individuals with a high school diploma or GED. State-authorized placement testing, such as the Texas Higher Education Assessment or an approved alternative exam, are required for most academic majors.

Tyler Junior College gives equal consideration to all applicants for employment, admission and participation in its programs and activities without regard to race, creed, color, national origin, gender, age, marital status, veteran's status or disability.

The college will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all academic and vocational/technical programs.

Complaints may be addressed according to the contact information provided below:

Section 504 Coordinator

The District designates the following person to coordinate its efforts to comply with the Section 504 of the Vocational Rehabilitation Act of 1973:

Director of Human Resources

White Administrative Services Center

P. O. Box 9020; Tyler, Texas 75711

Telephone: 903-510-2419

Title IX Coordinator

The District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended:

Director of Human Resources

White Administrative Services Center

P. O. Box 9020; Tyler, Texas 75711

Telephone: 903-510-2419

Americans with Disabilities Act Coordinator

The District designates the following person to coordinate its efforts to comply with the Disabilities Act of 1990:

Director of Human Resources

White Administrative Services Center

P. O. Box 9020; Tyler, Texas 75711

Telephone: 903-510-2419

ADA Compliance Committee

The ADA Compliance Committee was formed in 1992 to ensure the College's compliance:

Chairperson: Vice President of Business Affairs

White Administrative Services Center

P. O. Box 9020; Tyler, Texas 75711

Telephone: 903-510-2033.

HOW WE HELP YOU

FINANCIAL AID

Steps for Financial Aid Processing Each Year

- Complete a Free Application for Federal Student Aid (FAFSA) via the Internet at <u>www.fafsa.ed.gov</u>. Paper applications can be mailed but will take longer to process. List Tyler Junior College as the school you plan to attend. (Title IV School Code 003648)
- 2. Student will receive a Student Aid Report (SAR) in approximately one to three days (two to four weeks if filed paper application).
- 3. Turn in any documents requested by the Tyler Junior College financial aid office. Instructions about the financial aid process will be received in the mail after the FAFSA is received by the College.
- 4. Transfer Students: Students who have attended other schools during the current school year will be required to furnish an official transcript from the previous college, trade or technical school to the Admissions office.

Deadline

Financial aid for packets completed by June 1 will be available for the Fall semester. Packets received after June 1 will be processed as soon as possible, and these students will be responsible for paying their college costs out-of-pocket. The Spring semester deadline for new financial aid applicants is December 1.

If this packet is not returned, your financial aid will not be awarded.

Financial Aid Offered

Tyler Junior College participates in the following federal programs:

Federal Pell Grant

Supplemental Educational Opportunity Grant (SEOG)

College Work-Study (FWS)

Federal Family Educational Loan Program (FFEL)

Tyler Junior College participates in the following state programs:

Texas Public Educational Grant (TPEG)

Leveraging Educational Assistance Program (LEAP)

Supplemental Leveraging Educational Assistance Program (SLEAP)

Toward Excellence, Access, and Success Grant (TEXAS Grant)

Texas Educational Opportunity Grant (TEOG, formerly TEXAS Grant II)

Texas Work-Study

Texas B-On-Time Loan

Financial Aid Particulars

- A student may apply for financial aid before being admitted to Tyler Junior College.
 However, the awarding of aid is contingent upon acceptance for admission. Funding not used to pay tuition and fees, books, or room and board charges will be disbursed to the student within 45 days after classes begin.
- Students and/or parents may also be required to submit a copy of their most recent federal income tax form. Any applicant who meets the Department of Education's definition of an independent student will be considered self-supporting.
- Course Load Requirements—For eligibility in Federal Programs (Pell Grant, SEOG, College Work-Study and Stafford Student Loan) students must maintain enrollment in a degree or certificate program for at least six credit hours. Students

who attend Tyler Junior College only in the summer session may not be eligible for financial aid. Contact the Financial Aid office for details.

 Students may receive financial aid from only one institution per semester per federal regulations.

Contact the Office of Financial Aid for detailed information about any program and deadlines for applying.

Grants

Federal Pell Grant

The Pell Grant program is a federally funded program designed to provide eligible students with a "foundation" of financial aid to assist with the costs of attending college. To be considered for a Pell Grant, a student must be an undergraduate, not have received a bachelor's degree, and complete a Free Application for Federal Student Aid (FAFSA) annually, have received a high school diploma recognized by the student's home state or a GED, and be deemed eligible by the Department of Education, based on their income. A student must be making satisfactory academic progress toward his/her educational goal and be enrolled in at least six hours. Pell Grant students enrolled in 6–8 hours will be funded at ½-time status, 9–11 hours at ¾-time status, and 12 or more hours at full-time status.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG program provides assistance for eligible undergraduate students who show exceptional financial need, are making satisfactory academic progress toward their educational goal and are enrolled in at least six credit hours. Priority is given to students with the greatest unmet financial need. Funding is limited.

Texas Public Educational Grant (TPEG)

The TPEG program is a state financial aid program to assist students enrolled at state supported colleges. This grant is available to students enrolled in at least six credit hours. Funding is limited. Certain EFC (from FAFSA) requirements must be met. Check with the Office of Financial Aid for details.

Leveraging Educational Assisting Program and Supplemental LEAP

The LEAP and SLEAP programs are state programs. To qualify, students must show financial need and be making satisfactory academic progress toward their educational goal and be enrolled for at least six hours. Preference is given to students with the greatest unmet financial need. Funding is limited.

Texas Grant (TEX)

The TEX grant program is awarded to students graduating from an Advanced High School Program in Texas beginning December 1998, who demonstrate financial need and who meet all other eligibility criteria. Students must be enrolled in a minimum of nine hours. Funding is limited. Certain EFC (from FAFSA) requirements must be met. Check with the Financial Aid office for details.

TEOG

The TG2 grant program is awarded to students who are not eligible for the TEX grant program and meet all of the eligibility requirements. Students must meet satisfactory academic progress requirements and be enrolled in at least six hours. Funding is limited. Certain EFC (from FAFSA) requirements must be met. Check with the Office of Financial Aid for details.

Academic Competitiveness Grant

An Academic Competitiveness Grant will provide up to \$750 for the first year of undergraduate study and up to \$1,300 for the second year of undergraduate study to

full-time students who are U. S. citizens, eligible for a Federal Pell Grant, and who had successfully completed a <u>rigorous high school program</u>, as determined by the state or local education agency and recognized by the Secretary of Education. Second year students must also have maintained a cumulative grade point average (GPA) of at least 3.0. The program is available for the first time for the 2006-07 school year for first year students who graduated from high school after January 1, 2006 and for second year students who graduated from high school after January 1, 2005. The Academic Competitiveness Grant award is in addition to the student's Pell Grant award.

Loans

Federal Stafford Loans

Stafford Student Loans may be made by private lending institutions (banks, credit unions, insurance companies). The current fixed rate on Stafford Student Loans is 6.8 percent. Repayment on Stafford Student Loans begins six months after the student is no longer enrolled on at least a half time basis. There is a \$50 minimum monthly repayment and a maximum ten-year repayment period for these loans. In accordance with federal guidelines, all students must perform an entrance loan counseling interview prior to completing the online master promissory note. Additionally, students are also required to attend an exit loan counseling session prior to graduating or exiting the institution. Both entrance and exit interviews can be completed via the Internet. Contact the Office of Financial Aid for further information.

Texas B-On-Time Loans

State loans at zero percent interest are available until allocated funds are exhausted. To be eligible, students must meet the eligibility criteria for the TEXAS grant program and not have received an award. These loans can be forgiven if the student graduates with a "B" average and completes their degree on time by

- 1. completing within the degree's required program length, or
- 2. not going more than 6 credit hours over the required program hours.

Federal Parent Loans for Undergraduate Students (PLUS)

Parents of a dependent undergraduate student may borrow funds under this loan program on behalf of the student. Parents can borrow up to the cost of education minus other financial aid the student receives. Parents must have a good credit history to qualify. A lending institution, along with a guarantee agency, administers the loan program. The interest rate for the 2006–2007 PLUS is a fixed interest rate of 8.5%. Payments begin within sixty (60) days from the date of disbursement, with a \$50 minimum payment per month. The parent borrower may prepay the whole or any part of the loan at any time without penalty *OR* may defer payments of the principal if the student is attending school full-time. Please note that although the principal may be deferred, the interest continues to accrue or must be paid. The PLUS loan disbursement will be made co-payable to the College and the parent borrower. Checks are sent by certified mail to the parent borrower by the school.

Bridge Loans

Tyler Junior College has established a limited Bridge Loan program to meet emergency needs of students who qualify for financial aid but have not received their funding yet. Loans are limited to the amount of tuition and fees and bear no interest. There is a \$25.00 fee on late payments. Students must have a completed financial aid file pending; contact the Financial Aid office for more information.

Bridge Loans are due and payable in full on or before the established due date each term. Any type of credit from financial aid, scholarships or other sources applied to the account prior to the due date for this loan will be used toward repayment of the loan. Students are responsible for paying any tuition, fees, room, board, or loans by appropriate due dates.

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Once this loan has been granted and applied to the account, the student is responsible for payment of the loan by the due date unless a complete withdrawal form is completed and processed by the Registrar's office prior to the **first day of class**. Failure to pay on or before the due date (see current registration guide), will result in your complete schedule being dropped for non-payment. Additional fees, including cost of collection, will be charged to your account. (Please note that unpaid loans will: (1) cause the student to be dropped from all classes for non-payment, (2) prohibit any future registration at Tyler Junior College, and (3) will cause academic transcripts to be withheld from release.) Outstanding loans are turned over to an agency for collection. Students who receive a tuition loan from TJC and who do not repay the loan by the due date are not eligible for future funds from Tyler Junior College.

Satisfactory Academic Progress Requirement

Students who receive financial aid are required to make measurable progress toward the completion of their course of study. For a detailed description of the requirements contact the Office of Financial Aid or see the *Financial Aid Handbook* (online).

All inquiries regarding financial aid should be addressed to:

Director, Financial Aid

Tyler Junior College; P. O. Box 9020; Tyler, TX 75711-9020

Employment

College Work-Study (CWS)

The College Work-Study program provides part-time employment for students with financial need and who want to earn part of their educational expenses while they are going to school. Total earnings are determined by financial need and time available to work. Students must apply each year for College Work-Study. Students must be enrolled at least half-time and maintain a 2.0 total GPA.

Student Assistants' Employment Program

Part-time employment for students who do not have financial need is available on campus. The wage rate and the average hours worked per week are similar to the College Work-Study program. Apply in the Human Resources office.

Off-Campus Employment

Various part-time employment opportunities are available in the Tyler community. Contact the Career Services office for placement assistance. The wage rate varies with each job and financial need is not a requirement of employment.

Vocational Rehabilitation Program

The Department of Assistive and Rehabilitative Services (DARS) offers assistance for tuition and fees to students who are vocationally handicapped as a result of a physically or mentally disabling condition. This assistance is generally limited to students not receiving other types of aid. For information contact: Division for Rehabilitation Services, Tyler District Office; 3800 Paluxy, Suite 325; Tyler, Texas 75703.

Bureau of Indian Affairs

The Bureau of Indian Affairs offers educational benefits to American Indian students. Interested students should contact the regional Bureau of Indian Affairs Office regarding eligibility: Bureau of Indian Affairs; P.O. Box 368; Anadarko, OK 73005–3668; 405–247–6673.

Tuition Exemption Program

In addition to the scholarships, grants, loans and employment opportunities already mentioned, the State of Texas offers a number of exemptions from tuition and fee charges. Eligible Exemptions and Waivers are as follows:

Tuition Exemptions

- 1. Exemption of Certain Veterans, Dependents, etc. of the Armed Forces of the United States from Payment of Tuition.
- 2. Exemption of Certain Orphans of Members of the Armed Forces, Texas National Guard and Texas Air National Guard from Payment of Tuition.
- 3. Exemption of Highest Ranking Graduate of Accredited High Schools from Payment of Tuition for Two Semesters.
- 4. Exemption of Students from Other Nations of the American Hemisphere from Payment of Tuition.
- 5. Exemption of Deaf or Blind Students from Payment of Tuition.
- 6. Exemption of Children of Disabled Firemen, Peace Officers, Employees of the Texas Department of Corrections and Game Wardens from Payment of Tuition.
- 7. Exemption of Tuition for Firemen Enrolled in Fire Science Courses. (Letter required from employer each semester enrolled. Courses must be in fire protection program to qualify)
- 8. Exemption of Tuition for Children of Prisoners of War or Persons Missing in Action.
- 9. Exemption for Disabled Peace Officers. (With proper documentation. Letter from the agency they were employed with at time of disability).
- 10. Exemption for Certified Education Aides (With proper documentation from school approved by the Texas Education Agency).

Tuition Waiver Codes

- 1. Application of resident rather than non-resident tuition to out-of-state students enrolled through the Academic Common Market.
- 2. Application of resident rather than non-resident tuition to military personnel and dependents.
- 3. Application of resident rather than non-resident tuition to teachers and professors of Texas state institutions of higher education, their spouse and children.
- 4. Application of resident rather than non-resident tuition to residents of a bordering state who register at a Texas public junior college. (TJC not eligible)
- 5. Application of resident rather than non-resident tuition to a teaching or research assistant, provided student is employed at least one-half time in a position which relates to his/her degree.
- Application of resident rather than non-resident tuition to a non-resident holding a Competitive Academic Scholarship of at least \$200 for the academic year or summer for which he/she is enrolled.
- 7. (54.062) Payment of lowered tuition rate due to concurrent enrollment in more than one public institution of higher education in Texas. Student must register at Tyler Junior College first in less than three semester hours.
- 8. Special tuition rates, caused by other statutory exemptions not included in numbers 1 to 8 or waivers not included in numbers 1–8 or 10–15.
- 9. Application of resident rather than non-resident for a Mexican national attending UT El Paso, UT at Brownsville, UT-Pan American, Sul Ross State University or Laredo State University who shows financial need.

- 10. Application of resident rather than non-resident tuition for a non-resident or foreign student who holds a competitive scholarship or stipend and is accepted in a clinical biomedical research training program leading to both a Doctor of Medicine and a Doctor of Philosophy degree.
- 11. Application of resident rather than non-resident tuition rate to a non-resident alien and his or her dependents stationed in Texas in keeping with the North Atlantic Treaty. (Not available at TJC)
- 12. Application of resident rather than non-resident for a Mexican national attending a General Academic Teaching Institution who shows financial need.
- 13. Application of resident rather than non-resident tuition for Mexican national attending a public institution of higher education in Texas as a part of the state's student exchange program.
- 14. Application of resident rather than non-resident tuition for an individual or a member of his family located in Texas as an employee of a business or organization that became established in this state as a part of the program of state economic development and diversification.
- 15. Application of resident rather than non-resident tuition for an individual who is a non-resident alien, who otherwise meets residency requirements, who is living in the United States or on a visa which the U.S. Department of Justice has determined will allow the holder to establish a domicile in the United States. (As of the printing of this publication, only individuals having visa classifications of A-1, A-2, G-1, G-3, G-4 and K and those classified by the Immigration and Naturalization Service as Refugees and Asylees are eligible.)
- 16. Competitive Academic Scholarship Recipients. Certain students receiving competitive academic scholarships may be exempted from paying non-resident tuition rates. (See Rules and Regulations Residence Status published by Texas Higher Education Coordinating Board).

All of the above categories are subject to change by the legislature of the State of Texas. Contact the Admissions office for more information.

\$1,000.00 Tuition Rebate (Available during student's senior year of college) \$1,000.00 tuition rebates are available for students who enrolled in a Texas public institution of higher education beginning the fall of 1997 or thereafter and complete a baccalaureate degree. Students must be Texas residents and complete all of their course work in Texas public institutions of higher education and must have paid resident tuition at all times. They must have attempted no more than three hours over the minimum number of semester hours required to complete a baccalaureate degree. This degree must be completed under the institutional catalog from which the student is eligible to graduate.

Veterans Services

Montgomery G. I. Bill and

Survivors' and Dependents' Educational Asistance Program

Tyler Junior College is approved for veterans training. In addition, under Public Law 634, orphans of service personnel and dependents of veterans with service-connected disabilities may be eligible for a federal subsidy while pursuing their education. Consult the veterans services coordinator in the Admissions office for information and assistance in applying for benefits or refer to the College's online veterans pages at www.tjc.edu/admissions/veterans.

Satisfactory Progress

The Veterans Administration must be notified of unsatisfactory progress following each semester that a student does not maintain a 2.0 cumulative grade point average. Veterans should contact the veterans services coordinator in the Admissions office or consult TJC's online veterans pages for additional information.

Hazlewood Act

Texas veterans who have exhausted their educational benefits may be eligible to attend Tyler Junior College under the Hazlewood Act. All students qualifying for the Hazlewood veterans' benefits may be exempt from tuition and education-related fees. All eligible veterans must fill out the Free Application for Federal Student Aid (FAFSA) every academic year, or provide proof of bachelor's degree. If Pell eligibility is established, these funds will pay first. **Student service fees and late charges will be the responsibility of the student and are to be collected on day of registration**.

Requirements:

- 1. Are currently a Texas resident.
- 2. Were a Texas resident at the time of entrance into the service.
- 3. Have an honorable discharge or discharge under honorable conditions.
- 4. Have a copy of discharge papers (DD 214) on file in the Admissions office.
- 5. Show proof of ineligibility for any Federal assistance and/or VA educational benefits.
- 6. Have served at least 180 days active military duty, excluding training.
- 7. Have less than 150 credit hours on Hazlewood since fall 1995.

For more information, contact the veterans services coordinator in the Admissions office (first floor, WASC).

SCHOLARSHIPS

Guidelines and development of new scholarships are the responsibility of the TJC Foundation. For additional information concerning the establishment of new scholarships, please call 903–510–2382.

Management of scholarship awards is conducted by the Foundation's Coordinator of Scholarships, who can be reached at 903–510–2386.

College Scholarships

A limited number of Tyler Junior College funded and endowed scholarships and grants are available to those who qualify for merit and/or need. The amounts and number of these awards will vary each year depending on available funding and available scholarships. Applications for these scholarships can be obtained from the Office of Scholarships or at www.tjc.edu. Generally, to receive consideration for academic scholarships, applicants must present outstanding academic ability and appropriate application. Need-based scholarships can only be awarded to applicants who have exhibited need through the processing of the Free Application for Federal Student Aid (FAFSA).

Academic scholarships are awarded for one year at a time. Recipients must enroll in a minimum of 12 hours each semester. These scholarships are not available during the summer sessions. In all instances, where the student's need is met with federal or state funds, any scholarship or grant awarded may be adjusted to meet federal/state audit guidelines.

Visit the TJC Web site @ www.tjc.edu

Presidential Scholarships

Presidential Scholarships of \$2,000 per year or \$4,000 over two years are awarded each year to incoming freshmen who demonstrate academic excellence, leadership in extracurricular high school and community activities, and have scored a minimum score of at least 1070 on critical reading and math sections on the SAT, with a minimum score of 500 on each section, OR a composite score of at least 23 on the ACT, with a minimum of 19 each on English and math sections. The College currently has 101 Presidential Scholarships.

Priority for the selection of these Presidential Scholarships is given to students who meet the above criteria, have been admitted to the College and have filed TJC's application for scholarship by March 1. Applications for the scholarship are available through high school counselors, TJC's Office of Scholarships, and at www.tjc.edu.

To maintain the scholarship, a 3.3 cumulative grade point average and full-time (12 hours, not including PSYC 1100 or KINE classes) enrollment must be maintained, and the student must attend a Presidential Scholarship annual recognition event. These scholarships are funded through various endowments established through the Tyler Junior College Foundation.

Presidential Scholarships

Eugene M. and Tobin Allen Mattie Alice Scroggin Baker Harold C. and Rosemary Beaird Ernestine and David E. Berlin Frances Dillon Birdwell J. Weldon Birdwell, M.D. Ann Howard Brookshire S. W. Brookshire Ina Brundrett Sarah Butler Frank and Margaret Canavaggio Norma Anderson Carpenter Dorothy and James C. Cheatham A. D. and Bee Clark Rupert and Phoebe Lou Cobb Memorial Kenneth E. and Bobbie Dance East Texas State Fair Association James C. Estes Robert and Marie Estes W. H. and Ollie Orr Estes **Evans Family** Evans Family 100th Presidential Marcia Evans, DVM Mary Martha Fair (2 scholarships) "Rusty" Ingram Fletcher June S. Flock I. L. "Sonny" Friedman James and Virginia Gatewood Mrs. A. S. Genecov Brady P. Gentry Elizabeth S. Gugenheim B. G. Hartley Family William L. and Minnie Lou Herrington

Dulse Lux Hudnall J. W. and Estelle Hunt (7 scholarships) Jeanne and Phil Hurwitz Dr. Harry E. Jenkins J. W. Johnson Dr. and Mrs. Earl C. Kinzie Walden P. "Red" Little Margaret Ann and Harry Loftis St. Clair F. Luzzi McLarty-Childress (2 scholarships) Anne and Isadore Mayerson Marguerite Evans Merrick in Music Maurine Genecov Muntz Billie Pye Murphy - Journalism Daniel A. Needham in Engineering Josephine and Dan Needham Lloyd and Seville Nunn Joseph Z. Ornelas Louise H. Ornelas Dr. and Mrs. James Peltier El Freda Taylor Pirtle Memorial George W. Pirtle Memorial Joyce and Bill Pirtle J. D. Plunk Emma Lou Prater Dr. Blanche Prejean President's Circle Pat M. and Maurine "Sally" Prestwood William Atchlev Pve A. W. (Dub) and B. J. Riter Maxene Robinson Robert M. Rogers Pauline Heffler Roosth

Sol Roosth
Atlantis Shelby
Dorothy and Thomas H. Shelby, Jr.
Tom R. and Patty P. Simmons
Smith County Medical Society Alliance
Rilla Jeffrey Squyres
Doyle D. Starnes, Jr., DVM
Florence and Marcus L. Strum
Mary Dale Thomas
Amy Bobo Tucker
Tyler Clearing House Association
Tyler Junior College Alumni Association
Bonna Bess and Jim Vaughn

Edgar H. and Lillie Mae Vaughn
Floyd Wagstaff
Dorothy Fay and Jack White
(4 scholarships)
Rev. J. E. and Minnie Gentry White
Mastin Gentry White
Mabel Williams
Gertrude Buckley Windsor
Emma F. Wise
Royce E. Wisenbaker
Mrs. Royce E. "Petey" Wisenbaker
J. F. (Doc) and Willie Evans Witt

Dean's Scholarships

Dean's Scholarships of \$1,000 per year or \$2,000 over two years will be awarded each year to incoming freshmen who demonstrate academic excellence, leadership in extracurricular high school and community activities, and have scored a minimum score of at least 1070 on critical reading and math sections on the SAT, with a minimum score of 500 on each section, OR a composite score of at least 23 on the ACT, with a minimum of 19 each on English and math sections. The College currently has 24 Dean's Scholarships.

To maintain the scholarship, a 3.0 cumulative grade point average and full-time (12 hours, not including PSYC1100 or KINE courses) enrollment must be maintained, and the student must attend an annual Dean's Scholarship recognition event. Applications for the scholarship are available through high school counselors, the Office of Scholarships, and at www.tjc.edu.

Dean's Scholarships

Kelly Joe "Joey" Bledsoe Terry King Churchwell Brady P. Gentry (5 scholarships) Kenneth D. Lewis (2 scholarships) Mr. and Mrs. A. W. Riter, Jr., Leadership (2 scholarships) Isaac "Ike" C. Sanders Kathryn Nettles Speas Dr. and Mrs. J. E. Watkins Jack and Dorothy Fay White (8 scholarships) Mabel Williams (2 scholarships)

Legacy Scholarship Program

Presented by the Tyler Junior College Foundation in the College's 75th anniversary year (2001–2002), the Legacy Scholarship Program establishes endowment-based funding for "performance grants." The Legacy Scholarships primarily fund participation in performance programs—Apache Belles, Apache Band (or instrument ensemble), Harmony & Understanding, dance, theatre, forensics, cheerleaders, athletics, and Student Senate—with individual endowments (performance area specified by the donor) to ensure that these outstanding extracurricular programs continue to be a vital part of the student experience.

To maintain the scholarship, a student must remain in good academic standing, complete 24 hours per academic year, participate in a specified performance group or activity, and attend annual Legacy Scholarship recognition events. Parties interested in endowing a Legacy Scholarship should contact the Tyler Junior College Foundation at 903–510–2382.

Legacy Scholarships

1947 Apache Band

Bill and Glenda Barrett

Raymond E. Bostick (12 scholarships)

Katie Bryant Music - Flute or Instrumental

Ruth Cooper (6 scholarships)

William R. Crowe - Band

Gloria and Ralph L. Davis

Royce E. Davis

Rudolph and Sarah Eikner - Music

Kevin P. and Kelly Eltife (2 scholarships)

James W. Fair - Band

William E. Glazebrook (6 scholarships)

Dr. Samuel D. Houston - Band

David G. Lunceford - Band

Kay Kinsey Malone - Apache Belles

Marjorie Manning

Laura Little Melvin - Journalism

Sam E. Nash - Graphic Arts

Joseph Z. and Louise H. Ornelas

Hollis F. and Mary F. Pinyan (Bequest)
Hollis F. and Mary Totten Pinyan - Band or
Belles, Harmony & Understanding
President's Circle

Mack and Jean Pogue (10 scholarships)

J. J. and Angel Saleh

D. H. and Irene Strader Memorial -

Communication or Theatre
Harold and Eleanor Stringer

Mary Dale and Patrick K. Thomas Dr. Patrick R. Thomas - Band

TJC Alumni Association (2 scholarships)

Andrew Lyon and Mary Jeanette Tucker

Brenda Wallace - Nursing

Dorothea and Lonnie Weiss -

"Outstanding Performers"

Jack & Dorothy Fay White (2 scholarships)

Doc Witt Memorial - Band

Athletic Performance Grants

Athletic performance grants are awarded by the Tyler Junior College athletic program according to Region XIV Athletic Conference and NJCAA guidelines. Applications may be made to the Tyler Junior College athletic office. The athletic performance grants are awarded in football, men's and women's basketball, men's and women's tennis, men's soccer, men's and women's golf, women's volleyball, and athletic training.

Performance Grants

Members of certain performing organizations may be awarded partial scholarships. These groups include the Apache Band, Apache Belles, cheerleaders, Harmony and Understanding, A Cappella Choir, visual art, student government, and speech and theatre. Such grants are awarded by the department chairs or staff responsible for each specific group or organization.

Top Ten Scholarships

Top Ten Scholarships are awarded to high school students from the Tyler Junior College service area that graduate in the "top ten" positions of their class. These scholarships are offered to students, who by invitation attend an on-campus reception hosted by the president of the College in the fall semester of their senior year. The scholarship is valued at \$2,000 per year or \$4,000 over two years.

To maintain the scholarship, a 2.75 cumulative grade point average and full-time (12 hours) enrollment status must be maintained, and the student must attend an annual Top Ten Scholarship recognition event. These scholarships are funded by various donations to the Tyler Junior College Foundation. Parties interested in endowing a Top Ten Scholarship should contact the Foundation at 903–510–2382.

Can't Find It?

Check the appendix pages in the back of this Catalog.

Endowed Top Ten Scholarship

Mary Buchanan Virginia Edwards, Robert Banks and William C. Lacy James and Barbara Fair James F. Gatewood (2 scholarships) Glenn Miller Richard Minter
Rebecca Wolf Roosth
TJC Alumni Association
J. J. "Snooky" Saleh
Juanita Staples (2 scholarships)

Valedictorian Scholarships

Valedictorians (defined as highest-ranking student) of accredited Texas high school graduating classes are exempt from freshman-year tuition only. A letter or certificate of verification from the student's high school principal must be presented to the Registrar's office.

Jake Roosth Memorial Scholarship Endowment

The Jake Roosth Memorial Scholarship Endowment was established in the spring of 2003 by the Sam Roosth Foundation. The Endowment funds scholarships to students graduating from Tyler Junior College's six tax district high schools (Tyler, Van, Grand Saline, Chapel Hill, Lindale, and Winona) majoring in the college-level automotive technology or welding programs. Students must demonstrate financial need to the College's Office of Financial Aid and may hold the scholarship for two years or until his/her certification or degree is completed. Recipients must remain in good academic standing while attending Tyler Junior College. In addition, the Endowment will fund the initial cost of tools required for the automotive technology program.

General Scholarships and Outside Organization Awards

Listed below are the names of scholarships that have been awarded to Tyler Junior College students within the past year. Many of the individuals or organizations named below have created or contributed significantly to scholarship opportunities for Tyler Junior College students. The list includes scholarships awarded by the Tyler Junior College Foundation and administered by the Tyler Junior College Scholarship Committee, as well as scholarships awarded and administered by outside agencies.

For application information, contact the Office of Scholarships.

Paul and Jacqueline Adams Art Scholarship

Thomas W. Akins Memorial

Dorothy Albertson Endowed Scholarship

American Association of University Women Scholarship

American Business Women's Association, Rose Garden Chapter, Scholarship

American Business Women's Association, Tyler Azalea Chapter, Scholarship

Tom Anderson, Jr. Memorial Journalism Scholarships (3)

Apache Belle Endowed Scholarship

Apache Cheerleader Endowed Scholarship

Austin Bank Athletic Annual Scholarship

Azalea Orthopedic Trainer Annual Scholarship

Alison Joy Baker Service Fellowship

Dr. R. E. G. Baldwin Nursing Scholarship

M. C. Batey Trust Scholarship

Carolyn and Patti Bishop Scholarship

Breakfast Optimist Club Annual Scholarship

Wood T. Brookshire Memorial Scholarship

Claud Brown Scholarship for Disabled Individuals

Dr. Jean Speller Browne Scholarship

T. B. Butler Newswriting Award

T. B. Butler Publishing Company Scholarship

Byars Foundation Scholarship/T. K. Gorman High School

D. K. Caldwell Endowed Scholarship

Hope Calhoun Scholarship

Norma Anderson Carpenter Scholarship

Thomas Julian Caswell Memorial Scholarship

Champion of the Arts

Citizen's First Bank Scholarship for Rusk High School Students

Dr. H. R. Coats Nursing Scholarship

Rupert and Phoebe Lou Cobb Endowed Scholarships

Community Hospital Auxiliary Scholarship

Nell Covin Scholarship

Criterion Study Club Scholarship

Bettye Dahnelle "Dahne" Theatre Arts Scholarship

Wilton J. Daniel Endowed Scholarship

Josephine Drago Annual Nursing Scholarship

Josephine Drago Endowed Scholarship in Nursing

W. Belton and Virginia Duckett Scholarship Endowment

East Texas Bridge Association

East Texas Cattle-ettes Scholarship

East Texas Communities Foundation Scholarship

East Texas Council of Trucking Professionals Automotive Technology Scholarship

East Texas Oxygen (ETOX) Welding Scholarship

East Texas Respiratory Seminar Scholarship

East Texas State Fair Scholarships

Amanda and Matthew Ellis Scholarship

Amanda and Matthew Ellis - Children's Village Home for Children-Tyler Scholarship

W. T. Ellis Endowed Memorial Scholarship (Kelly-Springfield)

ESSA of Tyler Junior College Annual Scholarship

Expanding Your Horizons Endowed Scholarship

Express Personnel Scholarship

Faulconer Academic Incentive Awards

James Robert Fleet Endowed Scholarship

Follett Bookstore Scholarship

Paul and Sylvia Golenternek Forchheimer Scholarship

Dr. Edward and LaValta Fowler Scholarship

Mildred Marie Van Gallera Endowed Nursing Scholarship

Gatewood Foundation Botany Annual Scholarship

Susan Gaylon Memorial Scholarship

Hilda J. Genecov Estate

Brady P. Gentry Trust

Mrs. D. K. "Lottie" Caldwell/Alfred E. Gilliam Apache Belle Scholarship

Mary John and Ralph Spence/Alfred E. Gilliam Apache Belle Scholarship

Mr. and Mrs. Gene Goar Endowed Scholarship

Velma Culwell and Fisher Godfrey Endowed Scholarship

Celia Golenternek Goldstucker, Phillip and Hyman Golenternek Memorial Scholarship

Dr. and Mrs. Dan Golenternek Scholarship

Isadore Golenternek Memorial Scholarship

Dr. and Mrs. Joe Golenternek Scholarship

Leo Golenternek Memorial Scholarship

Sarah and Alexander Golenternek Memorial Endowed Scholarship

Mrs. English (Elaine) Gordon Scholarship

Brent Hunt Gragg Scholarship

Mrs. Etta Golenternek Gross Memorial Scholarship

Cody Grissom Memorial/REACH Diploma Program Scholarship

Elizabeth S. Gugenheim Nursing Scholarship

Norman E. Halbrooks, M.D. Memorial Scholarship

Patrick Hartley Memorial

Ed and Mary Heath Foundation

Raymond Hedge, Sr. Memorial Scholarship

J. C. Henderson Memorial Scholarship

Simon and Louise Henderson Foundation Endowed Scholarship

Marquerite Hercules Scholarship

Bruce E. Herrington Scholarship

Dr. Winifred Golenternek Heringhi Memorial Scholarship

E. Fred Herschbach German Endowed Scholarship

Hide-A-Way Lake Kiwanis Club Scholarship

Megan Leann Holden Scholarship

Houston Livestock Show and Rodeo Scholarship

David K. "Cokie" Hughes Memorial Scholarship

J. W. and Estelle Hunt Endowed Scholarships

Phillip and Jeanne Hurwitz Nursing Scholarship

Marie Jackson Nursing Scholarship

Dr. H. E. Jenkins Memorial Scholarship

Wiley Woodrow Jenkins Scholarship Endowment

Lillie Jiles Scholarship

John Tyler High School - Golf Alumni

John Tyler High School - Tennis Alumni

Varina Powell Johnson (Music) Scholarship

Kirk Daren Jones Memorial Scholarship

Mark S. Judd Scholarship

Kelly Springfield USWA (4 scholarships)

Johnnye Kennedy Scholarship

Maybeth Killingsworth Memorial Scholarship

Rick Kinsey Electronics Award

Dr. Earl Kinzie Scholarships for LVN's

Margaret Kinzie Scholarships for RN's

Anna Carpenter Lee and Apache Belles Class of 1980-81 Scholarship

Levy Estate Scholarship

Lozier/Firestation Scholarship in Automotive Technology

David G. and Nancy Lunceford Scholarship

Leota Martin Memorial Scholarship

Sara Bess McKinney Faulk Memorial Scholarship

Sarah McClendon Journalism Scholarship

Bruce McMillan, Jr. Foundation Scholarship

George Henry Mea Horticulture Scholarship

Alton B. Melton Memorial Music Scholarship

Christine Michaelis Memorial Scholarship

H. P. Mitchell Surveying Scholarship

Rosalis Montgomery Endowed Scholarships - Music & Theatre

Mooney A/C, Inc. Scholarship

John Nash Endowed Scholarships (Kelly-Springfield)

Louise H. and Joseph Z. Ornelas Endowed Athletic Scholarship

Bill and Francis Partridge Scholarship for Foster Children

Kenneth D. Patterson Endowed Scholarship

Olga R. Pearson Endowed Scholarship

PEO Chapter GJ Scholarship

Frank E. Peycke Memorial Endowed Scholarships (Kelly-Springfield)

Pirtle Scholarship in Science and Engineering

El Freda Taylor Pirtle Scholarship

George W. Pirtle Technology Scholarships

Eddie Rice Scholarship

The June Roberts Theatre Arts Scholarship

Christopher Lewis Rogers Scholarship

Jennifer Leigh Rogers Scholarship

Rose Capital Pilot Club Scholarship

Bonnie Ross Nursing Scholarship

George Rudy Honorary Scholarship

Cynthia L. Sanders Bartos Scholarship

Florine Beall Shank Endowment for Music

Kyle Shaw Memorial Scholarship

Dr. and Mrs. L. E. Skinner Scholarship

Smith County Junior Livestock Show

Smith County Medical Society Alliance Scholarship

Smith County Soil and Water Conservation Scholarships

Jack Smith Memorial Band Scholarship

Marshall and Mary Smith Law Enforcement Scholarship

Wallace Thomas and Grace Moore Skinner Smith Scholarship

Sammie Smyrl Memorial Scholarship

St. John's Masonic Lodge #53 Scholarship

Christopher Glynn Starnes Memorial Scholarship

Don Steelhammer Memorial Endowed Scholarship (Kelly-Springfield)

Ronnie M. Stone Memorial Scholarship

Florence and Marcus Strum Scholarship

Temple-Inland Foundation Scholarship

T.E.P.E. Scholarship

Texas Chest Foundation Scholarship

Texas Interscholastic League Scholarship

TJC-UT Tyler Trane Annual Engineering Scholarship

Trainer's Scholarships/Trinity Mother Frances Hospital Scholarship

Turman Family Reunion Scholarship

Stephen Turman Scholarship

Austin P. Turner Award for Excellence

Gena Lee Turner Memorial Nursing Scholarship

Tyler Civitan Scholarship

Tyler Computer Club Scholarship

Tyler Desk and Derrick Club Scholarship

Tyler Garden Club Scholarship

Tyler Jaycees Scholarship

Tyler Junior College Alumni Association Annual Scholarship

Tyler Junior College Alumni Association Houston Chapter Annual Scholarship

Tyler Junior College Alumni Association Scholarship

Tyler Junior College Alumni Association S.T.A.R.S. Scholarship

Tyler Junior College Drafting Scholarship

Tyler Junior College Faculty/Staff/Family Memorial Scholarship

Tyler Junior College Fiber Arts Scholarship

Tyler Junior College GED Scholarship

Tyler Masonic Lodge Scholarship

Tyler Optimist Club Monroe Sublette Memorial Scholarship

Tyler Patrolman's Association Scholarship

Vaughn Foundation Nursing Scholarship

Vaughn Foundation Scholarship

Vaughn Grant Assistance Program (GAP) Need-Based Awards

Veteran's of World War I and Ladies Auxiliary of Rose City Barracks Scholarship

J. J. Wade Memorial Scholarship

Nell and Floyd Wagstaff Endowed Athletic Scholarship

Carl and Mary Wallace Education/Journalism Scholarship

Earl Wallis Memorial Scholarship

Dr. and Mrs. J. E. Watkins Scholarship Trust

Hazel M. Weeks Endowed Scholarship

E. A. Wendlandt Memorial Scholarship

Jack and Dorothy Fay White Fine Arts Scholarships (2)

Mastin G. and Jack White Music Scholarship

Virginia Wilks Nursing Scholarship

Gertrude Windsor Art Scholarship

Watson Wise Incentive Award

Watson W. and Emma Wise Cultural Arts Scholarship

Wolf Benevolent Trust

Virginia Pittman Yale Journalism Scholarship



RESIDENTIAL LIFE

It is the goal of the College that students living on our campus should be provided with an academically healthy atmosphere, appropriate social outlets and a safe and secure environment within which they can achieve their educational goals and develop into responsible citizens. To help accomplish these goals, Tyler Junior College maintains a residential living system of eight residence halls which house 600 students. Each living unit is air-conditioned and is shared by two (2) residents. Rooms are arranged suite style with two rooms to a bathroom—four residents per bath. All rooms have basic furniture and are equipped with smoke alarms for the safety of residents. Each hall has laundry facilities and the lobbies of each hall are equipped with a microwave, TV, and DVD.

Students living in College housing have opportunities to participate in student government and enjoy proximity to many College activities and events. Programs are provided in the halls on a regular basis for the information of students and may include areas such as health issues, including drugs, eating disorders, and basic health care; assertiveness skills and relationship dynamics; social activities for hall residents; and study skills and career planning workshops.

A full-time professional hall director and several resident assistants live in each of our living units to provide supervision and direction for residents. They are responsible for the daily operation of the hall, providing of programs for resident students, and individual assistance to students on both academic and personal issues. The residence staff holds active membership in the Southwest Association of College and University Housing Offices.

College housing contracts are binding for an academic year, fall and spring semester. If a student signs a resident contract in the fall, it is binding through the spring semester if they remain enrolled. If a student signs a contract in the spring it is binding only until the end of that semester. Assignment to College housing includes a full seven-day meal plan in the College dining hall. Only full-time students who carry 12 semester hours or more are eligible for College housing. Fall assignments are very limited and it is suggested that applications be submitted at least six months prior to the semester for which housing is desired. Both a complete application form and a non-refundable deposit are required to be considered for assignment. Applications submitted without the \$200 deposit will not be placed on a waiting list or considered for hall assignment. Applications for College housing are available upon request from the Residential Life office or by downloading the application from the College Web site (www.tjc.edu). Assignment to a residence hall will be based on the date full payment for the semester (or proof of financial aid sufficient to cover tuition, fees, books, room and meals) is received. Summer housing costs and dates vary according to availability.

For housing fee information, contact the Residential Life office at 903–510–2345 or the College Web site at: www.tjc.edu. A non-refundable deposit of \$200 is required at the time of application for residence hall living. As available, a private room fee is an additional \$400 per semester above the regular published room rate and includes a meal plan with the dining hall.

To apply for on-campus housing, contact the Residential Life office located in Purchasing and Central Services, 1327 South Baxter, 903–510–2345.

College Dining Hall

The College dining hall provides meals for all students enrolled at the college on a variety of payment plans from one meal to a seven-day meal plan for an entire semester. Students desiring more information should contact TJC Dining Services at 903–510–2516.

CAMPUS CLINIC

The Campus Clinic, located on the second floor of Rogers Student Center, is operated through a partnership with the East Texas Medical Center Regional Healthcare System.

The clinic is staffed Monday through Friday, 8 a.m.—12 noon and 1 p.m. to 5 p.m., by a physician (provided through the ETMC First Physicians organization), a registered nurse and a family nurse practitioner. The family nurse practitioner is a registered nurse with advanced training in diagnosing and treating illness who may also prescribe medications and administer physical exams. This full complement of health services is made possible by a health services fee of \$30 per student per long semester and \$15 per student for summer terms.

ETMC also offers educational internships for TJC nurses; free psychological screenings when appropriate; and preventive care, including free health screenings and discounted flu shots.

After-Hours Care

Through the Campus Clinic, TJC students may access after-hours referral care with ETMC registered nurses, by telephone. The clinic phone number is 903–510–ETMC (3862). Nurses triage the conditions of patients using an advanced computer-driven protocol system. If a nurse determines immediate primary care is needed after-hours, ETMC will offer free transportation for on-campus TJC students to and from the ETMC Tyler emergency center.

Bacterial Meningitis

Bacterial Meningitis is a serious, potentially deadly disease that can progress extremely fast. It is an inflammation of the membranes that surround the brain and spinal cord. The bacteria that causes meningitis can also infect the blood.

This disease strikes about 3,000 Americans each year, including 100–125 on college campuses, leading to 5–15 deaths among college students every year. There is a treatment, but those who survive may develop severe health problems or disabilities. **Symptoms**—High fever, stiff neck, severe headache, nausea, rash or purple patches on skin, confusion and sleepiness, vomiting, lethargy, light sensitivity and seizures. There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These can occur anywhere on the body. **The more symptoms**, **the higher the risk**; so when these symptoms appear, seek immediate medical attention. Diagnosis is made by a medical provider and is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood tests. Early diagnosis and treatment can greatly improve the likelihood of recovery.

The disease is transmitted when people exchange saliva (such as by kissing, or by sharing drinking containers, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions. Exposure to saliva by sharing cigarettes, water bottles, eating utensils, food, kissing, etc. will increase your risk of getting Bacterial Meningitis. Also, living in close conditions (such as sharing a room/suite in a dorm or group home) will increase one's risk of contracting Bacterial Meningitis.

To find out more information contact:

- Your own health care provider
 The ETMC Campus Clinic at 903–510–3862
- Your local or regional Texas Department of Health office. For Smith, Henderson, Van Zandt, Wood, and Rains Counties, contact:

Disease Surveillance Office of North East Texas Public Health District (NETPHD); P. O. Box 2039; Tyler, TX 75710–2039; Phone: 903–595–1350

• Web sites: www.cdc.gov/ncidod/dbmd/diseaseinfo or www.acha.org

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STUDENT ACTIVITIES

Extracurricular activities at Tyler Junior College are varied, and designed to afford full- and part-time students with opportunities for enjoyment and enrichment. These activities are intended both to augment class work and to provide relaxation from studies, thus creating a vibrant student life.

The excitement of athletic events, the quiet pride of candlelit initiations, the exhilarating camaraderie of a club project—these are all part of the College's extracurricular activities. A community college as well as a traditional junior college, TJC seeks in its numerous beyond-the-classroom activities to serve not only the students on campus, but also the township and the entire East Texas area. For more information on student activities, go to the TJC Web site at www.tjc.edu and www.tjc.edu/fye.

Student Senate

The Student Senate is the student government body of Tyler Junior College. The purpose of the Senate is to promote active student government, promote better relationships among the student body, promote good citizenship and provide an avenue by which student needs and desires are transmitted to the administration, as well as provide educational and wholesome entertainment for students.

Apache Belles

A select women's organization, the group presents performances for half-time entertainment at College and professional games and entertains on other occasions. Throughout the year, special study is given to good taste in clothing, make-up, manners and general personal improvement.

Apache Band

The Apache Band is the official College band open to all students who qualify by audition. The band performs at a large number of campus, athletic, and community events and also accompanies the Apache Belles. Other ensembles include the Jazz Band, Woodwind, and Percussion Instrumental Chamber groups, Winter Drumline, Steel Drums, Wind Ensemble and Symphonic Band.

A Cappella Choir

Open to all students who wish to sing, the choir represents the College in concerts on and off campus.

Harmony and Understanding

A select group of singers from the A Cappella Choir, Harmony and Understanding sings modern popular music.

Athletic Program

The College athletic program includes intercollegiate sports for men in football, basketball, baseball, soccer, tennis and golf, and for women in basketball, volleyball, golf and tennis. Visit www.apacheathletics.com for more information about each program.

Visit the TJC Web site @ www.tjc.edu

Clubs and Organizations

Other student activities include clubs and organizations which are intended to represent the diverse interests of the students. The following organizations are presently active on the campus. A more complete description of the purposes and activities of each organization is available at www.tjc.edu.

Apache Belles
Apache Respiratory Care Club
Association of Computing Machinery
College Ladies Bible Study
Criminal Justice Student Association
Hispanic Student Organization
Justice for Children International
Kappa Kappa Psi
Las Mascaras

Phi Theta Kappa
Reformed University Fellowship
Residence Hall Association
Scholars Academy
Sigma Kappa Delta
Student Senate
Tau Beta Sigma
TJC Cheerleaders
Voices of Worship

Religious Student Centers

Association of Baptist Students Baptist Student Ministries Wesley Foundation

SUPPORT SERVICES

Tyler Junior College provides a variety of support services for students with special needs and capabilities.

Academic Support/Peer Tutoring

The EXCEL Peer tutoring program has been developed to assist students who may have weak academic skills or would like to improve their grades. This nationally certified peer-tutoring program consists of one-on-one, group and/or open lab tutoring. Tutors are qualified in the subjects they tutor and are also able to assist students with study and test-taking skills. There is no charge for tutoring. Recipients must be enrolled at TJC in the course(s) for which they receive tutoring assistance.

For more information contact the Learning Loft in Rogers Student Center, 903–510–2892, or refer to the *Student Handbook* or to the Web site: http://supserv.tjc.edu/tutor

Self-paced tutorial software programs are available in basic skills, THEA and TJC placement test preparation. There is also a college study skills assessment and a personality assessment for career choice available.

For more information, contact Support Services in Rogers Student Center, 903–510–2667 or refer to the Web site: http://supserv.tjc.edu

Section 504 and the Americans with Disabilities Act

Tyler Junior College does not discriminate on the basis of disability in admission, access or operation of its programs, services, or activities, including hiring or employment practices. This notice is provided under provisions of Section 504 and the American with Disabilities Act of 1990 (ADA). Questions, concerns, or requests for additional information regarding the ADA or the complaint/grievance procedure on disability-related matters may be forwarded to the director of Human Resources, who is designated as the ADA coordinator, at 903–510–2419 on the TJC Main Campus. A copy of the grievance procedure may be obtained from Human Resources (WASC, 2nd floor) or the counselor/director of Support Services in the Rogers Student Center. Equal Opportunity Compliance contact information is available on page 33 of this *Catalog*.

This Catalog is available upon request in an enlarged format from the Support Services office. The Catalog also may be accessed via the Internet from the TJC Web site.

Accommodations for Students

Tyler Junior College welcomes students with disabilities who have the potential for academic success in the post-secondary educational environment. TJC is committed to providing qualified students with disabilities equal access to its facilities, activities and programs. Section 504 of the Federal Rehabilitation Act of 1973 as amended, and the American with Disabilities Act of 1990 (ADA) require that public colleges and universities provide reasonable and appropriate accommodations for otherwise qualified students with disabilities. Accommodations may include, for example, permission to tape record lectures; relocation of classes or programs to accessible locations; arranging special testing locations; use of a sign language interpreter, etc. At TJC, accommodations are provided on an individual basis following presentation (by the student) and assessment of documentation that confirms the presence of a disability that causes a substantial limitation as defined under Section 504 and the ADA.

The ADA Student Coordinator meets to review the documentation being presented by the potential or current TJC student who is requesting classroom accommodations for the first time. The ADA Student Coordinator will make recommendations for classroom accommodations from documentation presented. If the ADA Student Coordinator determines that the documents do not support the need for accommodations, the student may provide additional documents for the ADA Student Coordinator to consider. The ADA Student Coordinator may take documentation to the ADA Documentation Review Committee (DRC) for further review. The committee is made up of TJC professionals who have extensive experience in working with students with physical, psychiatric and/or learning disabilities.

To request accommodations, the student with a disability should arrange an appointment with a ADA Student Coordinator to obtain the Request Accommodations Form (RAF). Appropriate documentation of physical or psycho/educational evaluation that meets TJC guidelines or a referral from an appropriate rehabilitation agency (such as Texas Department of Assistive and Rehabilitative Services) that clearly documents the disability and supports the need for accommodations must be submitted for review to the ADA Student Coordinator, before any accommodations can be arranged. The deadline for applying for assistance with the Support Services office is normally four weeks prior to the beginning of the initial semester of enrollment, to allow time for review and adequate coordination of services. The deadline for applying for subsequent continuous semesters of enrollment is two weeks prior to the beginning of regular college registration for that semester.

Support Services, located on the second floor of the Rogers Student Center, serves as a liaison between students with disabilities and faculty and staff at TJC. The provision of support services and reasonable accommodations is guided by College policies and procedures, which are implemented through the Support Services office. It is the intent of the ADA and TJC that responsibility for providing needed and appropriate support for students with disabilities is shared by students, faculty and staff. All students are expected to abide by College policies and procedures, including the Student Code of Conduct as outlined in the Student Handbook and other College publications.

Prospective and current students, parents and others interested in such services or more information should contact the Support Services office, Rogers Student Center, 903-510-2391, or refer to the Student Handbook. Deaf students should contact the deaf student interpreter coordinator, voice 903-510-2841, TTY 903-510-2394.

Interpreting Services for Deaf and Hard of Hearing Students

Tyler Junior College employs an Interpreting staff that includes BEI and RID Certified Sign Language Interpreters. Interpreters are provided for class lecture and other approved campus activities. Deaf and hard of hearing students requesting an interpreter or other effective communication assistance may do so through the office of the deaf student interpreter coordinator. The deadline for applying for an interpreter or other communication assistance is four weeks prior to the beginning of the initial semester to allow adequate time for scheduling semester interpreters. The deadline for applying for continuation of services for subsequent semesters of enrollment is two weeks prior to the beginning of regular college registration for that semester. For more information, contact the deaf student interpreter coordinator, 903–510–2841 (Voice), 903–510–2394 (TTY), 903–510–3138 (VP), 64.17.208.240 (VP-IP) [Videophone for Deaf].

TRiO Student Support Services

Tyler Junior College TRiO is a program funded by the U.S. Department of Education that enables colleges to provide support services to assist students with reaching their potential and success.

The main goals for each student:

- Stay in college
- Graduate from a 2-year institution
- Transfer to a 4-year institution
- Graduate from a 4-year institution
- Experience a campus climate supportive of under-prepared and underrepresented students.

A student should apply for TRiO if he/she:

- · Has an academic/educational need, AND
- Is a first generation college student (neither of your parents have a four-year degree), AND/OR
- Is economically disadvantaged, AND/OR
- Has a physical/learning disability

TRiO's Plan for Success includes: cultural enrichment activities both on and off campus; individual academic advising; tutoring; study skills seminars; financial aid information and guidance; financial planning workshops; scholastic probation prevention; academic advising and placement; individual guidance; THEA preparation seminars; university transfer information—including campus visits; and information and referral assistance.

For more information, contact TRiO Services, Rogers Student Center, third floor, 903–510–2621.

Adult Students in Vocational/Technical Programs

A variety of support services are available for adults considering "re-entry" into education and/or employment. Special consideration will be given to single parents and displaced homemakers. For the student who can document financial need, limited financial support may be available for child care, books, or transportation reimbursement. Application deadlines to be considered for financial assistance are:

Fall Semester—July 16, 2007

Spring Semester-November 16, 2007

Applications must be picked up in the **Support Services** office. Students must meet all guidelines and submit all necessary documentation, with the notarized application, by the deadline. To be considered, the student must also apply for **Federal Student Aid (PELL)** through the office of Financial Aid. Financial assistance eligibility is based

upon the student's major, economic need, full-time status, and availability of Carl D. Perkins Vocational and Applied Technology Grant Funds. As funding is limited, eligible students will be placed on a waiting list and awarded funds according to highest economic need. All students must reapply prior to the fall semester of each academic year. Acceptance of funds may lower awards through other forms of assistance, such as Federal Student Loans.

College Preparatory Studies

The College Preparatory Studies is a division of the Support Services Department and is an intensive academy of courses and programs designed to provide development for those under-prepared for college-level work. Assistance in basic skills such as reading, writing, mathematics and personal development is offered to students identified for College Preparatory programs in both semester-length developmental courses and shorter term, individualized programs of study. The College Preparatory program has several components for success including student support through intensive tutorials, lab assistance, teacher-led THEA reviews, computer-aided instruction and academic Internet sites, comprehensive academic advising and frequent college-sponsored THEA test opportunities. The College Preparatory offices are housed in Rogers Student Center on the second floor in the Support Services area. For more information, call 903–510–2036 or 903–510–2037.

Counseling Assistance

The primary directive for counseling assistance is to offer supportive assistance in determining the most functional decision, given the personal needs of the student at the time in question.

Professional Counseling Assistance

Counseling assistance for enrolled students is performed by professional counselors with experience in assisting students with personal problems, testing, social adjustment and individual development. In addition to several licensed professional counselors, other professional assistance is available through networking with state and local community service agencies. Due to staff limitations, personal counseling follows a brief therapy format; counseling visits are restricted to six or fewer visits. Community referral is made for individuals requiring more than six visits.

Location and Hours

Counseling assistance is available within the Support Services office on the second and third floor of the Rogers Student Center, East Lake at South Baxter, on the Tyler Junior College main campus. Hours are 8 a.m.—5 p.m., Monday through Friday during regular semesters. For information or an appointment, call 903–510–2041 or 903–510–2878.

For more information, contact **Support Services** in Rogers Student Center, 903–510–2391, or 1–800–687–5680, ext. 2391, or consult the TJC Web site at: www.tjc.edu

Need More Information?

Visit our Web site @ www.tjc.edu or call 1–800–687–5680

Vaughn Library and Learning Resources Center

The Vaughn Library and Learning Resources Center hosts a library collection of over 98,000 volumes; the Vaughn Electronic Research Center (VERC), an open computer lab with 52 workstations; a multimedia non-print collection; and online access to numerous external resources including the TexShare databases. In addition, book collections for the health sciences, legal assistant, Texas History, and other programs are housed here.

Books from the library may be checked out with a current TJC student ID card, a TexShare card, or a Vaughn Library Courtesy Card. Reference books, microfilm, magazines, and special collections are non-circulating; however, copy machines are located on each floor.

Software in VERC includes the Microsoft Office Suite: MS Word, MS Excel, MS Access, and MS PowerPoint. Subscription databases and TexShare access are available both on-campus and off. Students who are off-campus can go to www.tjc.edu/library/webresources.htm and click on "Off-Campus Access" for access to these databases. Other computer-assisted instruction programs covering chemistry, English, history, foreign language and other areas are available in the Pirtle Technology building in T-315.

Tapes from the video collection may be viewed on the library's second floor. Video programs for the Telecourse (instructional television) courses can be viewed here, checked out for watching at home, or—for many Tyler, Smith, and Cherokee County residents—viewed on local cable television. Computer resources for students may be available at other TJC off-campus teaching sites.

You can check out Vaughn Library at www.tjc.edu/library

DISTANCE EDUCATION

To meet the changing educational needs of its service area, Tyler Junior College provides distance education opportunities to students with special scheduling needs, at remote locations and at high schools and other regional centers. Distance education may be acquired by Internet, through telecourses (on videocassette, DVD, or cable), or by two-way interactive television at area high schools and other selected sites. This past year, TJC distance students generated more than 11,000 enrollments.

All students selecting distance education courses must have completed admission procedures prior to registering for classes and must participate in orientation activities for each class. Orientation activities will vary among courses. Most courses will have on-campus orientations available at scheduled periods published through the TJC Web site (www.tjc.edu) and in the published Registration Guide. Orientation in two-way interactive video classes will be held at the attendance sites during the first scheduled class. Other orientation activities may, at the instructor's option, be available by phone or by Internet. For additional information, you may call the Distance Learning Hotline at 903–510–2529 or, consult the Web site at www.tjc.edu and click on Distance Learning.

Virtual College of Texas

Distance courses not in the *Registration Guide* may be available to Tyler Junior College students through a statewide consortium, the Virtual College of Texas. More than two hundred individual courses are available through the virtual college and may

be viewed on the catalog at www.vct.org.

Virtual College of Texas courses may originate from any of the more than fifty public college systems in the state but have the same tuition, admission procedures and requirements, and appear the same on your transcript as any other Tyler Junior College courses.

For virtual college classes, you will have access to the advisement, library and support services and other activities of the TJC system. You may also complete your exams in the Tyler Junior College testing center or, through appropriate arrangements, at an approved high school or other off-campus site.

Additional information on courses offered through the Virtual College may be obtained by e-mail at vct@tjc.edu or by calling the Distance Learning Hotline at 903–510–2529.

Concurrent Enrollment

Many participating area high schools offer "dual credit" and "early admissions" courses from TJC through distance education. Internet classes and telecourses may be scheduled at any Tyler service area high school. High schools now offering courses by two-way interactive video include:

Cherokee County
Jacksonville ISD
New Summerfield ISD

New Summerfield ISD

Smith County

Arp ISD Chapel Hill ISD Lindale ISD Troup ISD
Tyler ISD
Whitehouse ISD
Winona ISD

Wood County
Alba-Golden ISD
Hawkins ISD

Mineola ISD Quitman ISD Winnsboro ISD Yantis ISD

Van Zandt County Grand Saline ISD Van ISD

High school students qualifying for college admission (see Special Admissions) may also be able to enroll directly at TJC.

College Preparatory Studies

College Preparatory Studies is an intensive academy of courses and programs designed to provide development for students underprepared for college-level work. Assistance in basic skills such as reading, writing, mathematics and personal development is offered to students identified for College Preparatory Studies in both semester-length developmental courses and shorter-term, individualized programs of study. College Preparatory Studies has several components for success. For more information call 903–510–2037.

Some of the components are:

- Strict attendance policy: If a student misses more than six unexcused hours of a college preparatory class, the instructor can drop the student. (The only excused absences are college-approved activities.) If a student is dropped from one THEA-required college preparatory class, they will be dropped from all college credit classes and may be withdrawn from Tyler Junior College. Students should consult the TJC Student Handbook for more details.
- Students in all College Preparatory classes are required to complete one hour each week in either the Jenkins Learning Lab, J1108, or the Potter Lab, P104. Lab assistants are available for help in College Preparatory math, reading and English.
- Math tutorials are offered in the Rogers Student Center (room 307) each Monday through Thursday and on Saturday mornings in Potter 104. Individualized English, reading and math tutorials are also available in the Learning Loft on the third floor of

the Rogers Student Center.

- PLATO computerized tutorials are available in the Pirtle Technology Center, T–315, Monday through Sunday; and in Rogers Student Center Support Services computer labs, Monday through Friday.
- THEA review software is available through the Internet THEA site and in the Pirtle Technology Center, T–315, from Monday through Sunday.
- Free THEA math review is offered each long semester prior to the end of semester Quick THEA.
- Free Quick THEA is required to be taken during the last of each semester by students completing the highest level of their college preparatory coursework. For more information call 903–510–2037.

CONTINUING STUDIES

Tyler Junior College is dedicated to presenting dynamic and flexible educational programs to the community throughout its service area. The College is committed to "lifelong learning" that goes beyond initial career preparation, traditional concepts of full-time study and program degree completion, and encourages education renewal. Further, the College seeks to provide lifelong learning for people of all ages to develop personal and professional potential, upgrade job-related skills and prepare for informed participation in the civic, cultural and political life of the community.

The School of Continuing Studies is headquartered at the Tyler Junior College Regional Training and Development Complex (RTDC) located on TJC's West Campus at 1530 S SW Loop 323 in Tyler. Continuing Studies is devoted to offering critically-needed training leading to immediate employment according to the needs of business, industry and governmental agencies. Instruction at the RTDC lends itself to quick startup training for workers to improve deficient basic academic skills and condensed block-time classes, rather than the traditional semester schedule. Additionally, Continuing Studies at the West Campus RTDC offers services such as on-site registration and fee collection, snack bar/concession area, 300-seat conference room, convenient parking and campus safety. The RTDC is the home of the Continuing Education Center, Small Business Development Center, the Tyler Area Business Incubator, the TJC Corporate Services, and the Literacy Council of Tyler. In addition, four credit technology programs—Air Conditioning and Refrigeration, Early Childhood Education, Surgical Technology, and Vision Care Technology—are located at the RTDC on the West Campus.

Continuing Education Center

The Continuing Education Center is a non-credit program that offers:

- 1. Adult (age 16+) vocational education for individuals wanting to upgrade their present skills enabling them to explore new occupational fields.
- 2. Lifelong learning opportunities for individuals and groups seeking to enhance the quality of living in the community through cultural and enrichment studies by providing opportunities to explore new activities for personal growth and enjoyment.
- 3. Resources for business, industry, labor, government and professional groups needing to supplement their own training and development programs. Training programs are tailor-made and, if desired, offered "in house" to meet specific job upgrading and mobility needs of individual organizations.

Classes are offered during the day or the evening and are provided when a sufficient number of students are enrolled. Non-credit courses are open to interested

persons without regard to eligibility for admission to college-credit programs.

Tyler Junior College will award the Continuing Education Unit (CEU) to persons who participate in approved, non-credit continuing education activities administered by Tyler Junior College. One CEU is equal to 10 contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction and qualified instruction. In no instance should the awarding of CEU's be equated with college credit applicable toward a degree.

For more information concerning continuing education programs, contact the School of Continuing Studies, 903–510–2900, or online at rtdc.tjc.edu.

Refund Policy

Refunds may be requested at the RTDC on the West Campus. College refund policy: 100% prior to the first class day or if class is cancelled by the College 80% during the first class day and NONE thereafter

Refunds will be mailed to the student's permanent address within 2–4 weeks. **Refunds** will be applied to outstanding debts owed to Tyler Junior College.

Small Business Development Center

The Small Business Development Center (SBDC) represents a partnership between the Small Business Administration and Tyler Junior College.

The SBDC serves as a focal point for linking resources of the federal, state and local governments with the resources of the educational system and the private sector. The SBDC focuses on providing in-depth quality assistance to small businesses in all areas to promote growth, expansion, innovation, increased productivity and management improvement. The overall objective of the SBDC is to further economic development through the provision of management and technical assistance to existing and prospective small businesses.

The SBDC offers free counseling, referral services and a variety of small business training programs and seminars designed for entrepreneurial, management and technical skill development. The SBDC also acts as a clearinghouse for resource information and materials to provide practical solutions to business needs and problems. Please call 903–510–2975 for more information.

Tyler Area Business Incubator

The Tyler Area Business Incubator was created to enhance the success of new and expanding businesses through business counseling, employee training and various other support services. The incubator encourages the development of technology-based products or services which broaden the economic base of the area served by the College. Please call 903–510–2975 for more information.

Adult Basic Education

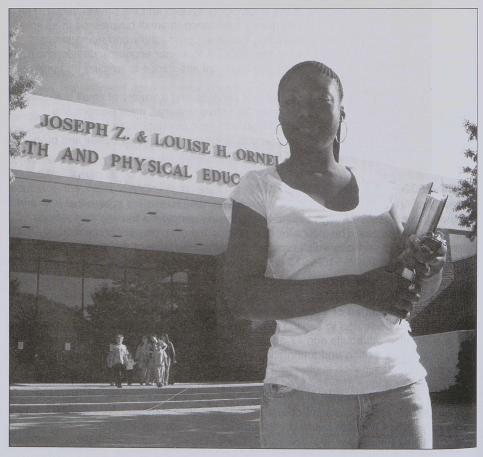
The Literacy Council of Tyler, in partnership with Tyler Junior College and located at the RTDC, is dedicated to serving the adults of our area with free basic and developmental education. All adults age 17 and older are eligible to attend classes. Besides the basics of reading, writing and arithmetic, preparation for the GED (General Educational Development) examination is offered. English as a Second Language (ESL) is also taught. Classes and/or individualized instruction may be obtained Monday—Thursday from 8:30 a.m. until 4:30 p.m. and Monday—Tuesday from 6:00—8:00 p.m. Also, Literacy Council staff oversees operation of a grant-funded public computer lab—free to the community. There are also evening classes available in outreach centers throughout the community. Please call 903–533–0330 or 903–510–2939 for registration information.

Corporate Services

Providing innovative training solutions to the community's workforce, Corporate Services is client-focused and offers flexible delivery. From information technology instruction to healthcare and industrial training, our certified trainers deliver the quality programs businesses need to sharpen their professional skills. Corporate Services delivers programs according to a client's schedule, on campus or on site. Services include training, testing and skills assessment programs made possible by partnerships and alliances with national organizations, including ACT, Inc., formerly American College Testing. For more information, call 903–510–2965 or go to www.tjc.edu/corporateservices.

Ornelas Health and Physical Education Center

The Ornelas Health and Physical Education Center, an 83,000-square-foot facility located on the TJC main campus, and a full partner in the School of Continuing Studies, offers comprehensive fitness facilities including a gymnasium, an aerobics dance studio, a weight room, racquetball courts, an aquatics area, a band hall and other physical education facilities for students, faculty and staff. In addition, a full range of recreational and fitness clinics and camps for children and youth are available to the public through the continuing education program at the center. For more information, please call 903–510–2555.



WHAT WE OFFER

GRADUATE GUARANTEES

Tyler Junior College guarantees its associate in arts graduates that the courses required for graduation will transfer, and associate in applied science graduates that specific competencies will be taught. To qualify for this guarantee, the graduate must have completed at least 75 percent of their credits at TJC.

Special Conditions

Associate in Arts Graduates

- 1. Tyler Junior College guarantees to its Associate in Arts graduates who have met the requirements for the degree, beginning September 1, 1992 and thereafter, that course credits will transfer as outlined in the Texas Higher Education Coordinating Board rules and regulations.
- 2. Limitation on the total number of credits accepted in transfer, grades required, relevant grade point average and duration of transferability apply as stated in the general undergraduate catalog of the receiving institution.
- 3. Only college-level courses with Community College Academic Course Guide Manual approved numbers are included in this guarantee.
- 4. If all the above conditions are met and a course or courses are not accepted by a receiving institution in transfer, the student must notify the dean of Admissions at Tyler Junior College within 15 days of notice of transfer credit denial so the "Transfer Dispute Resolution" process can be initiated.
- 5. If the courses are not transferable, Tyler Junior College will allow the student to take up to nine (9) semester credit hours of comparable courses, with waiver of tuition, which are acceptable to the receiving institution within a one-year period from granting of a degree at Tyler Junior College. The graduate is responsible for payment of any fees, books or other course-related expenses associated with the alternate course(s).
- 6. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.
- 7. The students' sole remedy against this College and its employees for academic deficiencies shall be limited to nine (9) credit hours of tuition-free education under conditions described above.

Associate in Applied Science and Technical Certificate Graduates

- 1. Tyler Junior College guarantees to its Associate in Applied Science and Technical Certificate graduates that if they are judged by their employer to be lacking in technical job skills identified as exit competencies for their specific program, the graduate will be provided retraining with certain stipulations.
- 2. The graduate must have earned the A.A.S. degree or certificate beginning September 1, 1992 or thereafter in a technical program published in the College's *Catalog*.
- 3. The graduate must have completed the A.A.S. degree or certificate with at least 75 percent of the credits being earned at Tyler Junior College and must have completed the program within a four-year timespan from initial enrollment.

- 4. Graduates must be employed full-time in an area directly related to the area of program concentration.
- 5. Employment must commence within 12 months of graduation.
- 6. The employer must certify in writing that the employee is lacking entry-level skills identified by the College as the program competencies and must specify the areas of deficiency within 90 days of the graduate's initial employment.
- 7. The employer, graduate and assigned representative(s) of the College will develop a written educational plan for retraining.
- 8. Retraining will be limited to nine (9) credit hours related to the identified skill deficiency and those classes regularly scheduled during the period covered by the retraining plan.
- 9. All retraining must be completed within a calendar year from the time agreed upon in the educational plan.
- 10. The graduate and/or employer is responsible for the cost of books, insurance, uniforms, fees and/or other course related expenses.
- 11. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.
- 12. The students' sole remedy against this College and its employees for skill deficiencies shall be limited to nine (9) credit hours of tuition-free education under conditions described above.

Scholars Academy

Scholars Academy is a program designed for students with outstanding academic achievement. It offers enriched activities, small classes, unique opportunities for independent learning and leadership training. Selective Admission.

In order to graduate with Scholars Academy distinction, students must meet all College requirements, complete 17 hours of honors courses (including English 2353), complete 48 hours of community service, and maintain a 3.3 cumulative grade point average or higher.

Students who earn the grade of "A" in any one of the following courses may receive four hours credit for Scholars Academy graduation requirements: MATH 2414, PHYS 2425, PHYS 2426, CHEM 2423, BIOL 2421, ACCT 2401.

Reverse Transfer Graduation

Students who have completed 25 percent of a degree program at Tyler Junior College may transfer back from a regionally accredited college or university credits to complete their degree requirements. These students must furnish Tyler Junior College with official transcript(s) from the accredited college or university they have attended and make a written request to graduate.

Need More Information?

Visit our Web site @ www.tjc.edu or call 1-800-687-5680

Degrees, Certificates and Graduation

General Graduation Requirements for all Degrees

The following general requirements must be met by all students receiving associate degrees:

- 1. The student must apply for a degree in the appropriate academic advising office by the published deadline.
- 2. The student must complete 60 (unless a specific curriculum indicates otherwise) acceptable credit hours of work with an average grade of at least "C" (2.0) DGPA.
- 3. For degree completion, at least 25 percent of the credit semester hours must be earned through instruction completed at Tyler Junior College.
- 4. Students who first enrolled fall of 1989 or after, unless THEA (TASP) exempt, must pass all parts of the THEA (TASP) or alternative test or satisfy the THEA requirement by a "C" or better grade in a THEA designated course, as stipulated by state guidelines.

Students should check senior college requirements.

Additional Degrees

An additional associate degree may be conferred if all requirements for both degrees have been satisfactorily completed and approved by the appropriate dean.

An associate degree and a certificate of proficiency may both be awarded if the student has completed all requirements for both a degree and a certificate, and it is approved by the appropriate dean.

Student Responsibility

Each student is responsible for seeking advice, for knowing and meeting the requirements for the degree program of his or her interest, for enrolling in courses appropriate for that degree program and for taking courses in the proper sequence to ensure orderly and timely progress toward the degree.

Students who wish to receive a diploma or certificate and/or participate in commencement must make proper application in the appropriate academic advising office. Upon verification, students will be notified and receive credit for all awards earned, having them posted to their permanent academic records.

Graduation Under a Particular Catalog

To receive a degree from Tyler Junior College, a student must fulfill degree requirements as set forth in a catalog under which he/she is entitled to graduate. A student is entitled to graduate under the current catalog or any other catalog in force when the student was enrolled, but the catalog must be within the last five catalogs.

Dates of Graduation

If all degree requirements have been met, degrees will be dated the semester in which the student applied. Students who meet graduation requirements may be awarded degrees or certificates three times a year-in May, August and December. A commencement ceremony is held at the close of the spring, summer, and fall terms.

Graduation Application Deadlines

It will be the responsibility of the student to apply for the appropriate degree or certificate for which he/she is eligible. The deadline for applying for degree or certificate for the spring semester will be April 1. The deadline for applying for a degree or certificate at the end of summer terms will be July 1. The deadline for applying for a degree or certificate at the end of the fall semester will be November 1. Students are responsible for checking with the cashier's office to pay any outstanding charges on their accounts prior to graduation.

ACADEMIC ADVISORS

School of Allied Health and Nursing

Dean's Office: G-222, 903-510-2662; Academic Advising Office: G-222, 903-510-2662

Dental Hygiene

Diagnostic Medical Sonography

Emergency Medical Service Professions

Health Information Technology

Human Services: Addiction Counselor

Training Program

Medical Laboratory Technology

Medical Transcription

Nursing, Associate Degree (RN) (Field of Study) Nursing, Pre-Bachelor of Science (Pre-BSN)

Nursing, Vocational (LVN) Radiologic Technology Respiratory Care Surgical Technology

Vision Care Technology

School of Applied Studies

Dean's Office: T-203, 903-510-2507; Academic Advising Office: T-202, 903-510-2347

Air Conditioning and Refrigeration

Automotive Technology Business Management

Child Development/Early Childhood Computer Information Systems

• Gaming and Simulation Programming

Network Administration

• PC Support Specialist

WAN Technology

Computer Science (Field of Study) Criminal Justice (Field of Study) Criminal Justice—Corrections

Engineering Design Technology (CADD)

Graphic Arts

Medical Office Management

Office Technology

Paralegal (Legal Assistant)

Photography

Professional Tennis Management Surveying and Mapping Technology

Welding Technology

School of University Studies

Dean's Office: J-155, 903-510-2548; Academic Advising Offices: J-106, 903-510-2425; OHPE-111 & 112, 903-510-2131

Agriculture

Art

Athletic Training

Bible* Biology

Business Administration (Field of Study)

Chemistry

Communications (Fields of Study)

Advertising/Pubic Relations

Speech Communication

· Journalism/Mass Communication

Radio & Television Broadcasting/

Broadcast Journalism

Construction Science

Dance

Economics

Education

• 1st Curriculum

• 2nd Curriculum

• 3rd Curriculum

Engineering (Field of Study)

English

Environmental Science

Foreign Languages

Forestry

*Subject marked with an asterisk is an elective, not a major.

General Studies (Core Curiculum)

Geography* Geology

Government
Health Studies

History

Home Economics

Horticulture

Humanities*

Kinesiology

Mathematics

Meteorology

Music (Field of Study)

Outdoor Leadership

Philosophy*

Physics

Pre-Chiropractic

Pre-Dental/Medicine/Veterinary

Pre-Law

Pre-Occupational Therapy

Pre-Pharmacy

Pre-Physical Therapy

Pre-Physician Assistant

Psychology

Sign Language Interpreting

Social Work Sociology

Theatre

03/07

Associate in Arts Degree

The associate in arts core is designed to give students breadth of knowledge in the liberal arts, promote critical thinking that is fundamental to higher education and allow students to take specific courses in a discipline. Students working toward the Associate in Arts degree will take essential core requirements that will allow them to transfer to a senior college. Tyler Junior College offers the Associate in Arts degree to students completing the general graduation requirements for all degrees, the Associate in Arts degree core requirements, and those courses required for one of the concentrations. Concentrations for Associate in Arts degrees are listed on the following pages.

Core Certificate: Students who complete the core curriculum for the AA degree or a concentration area may receive a certificate of completion.

1. The core curriculum requirements for the Associate in Arts* degree:

Component Area

Communication:

ENGL 1301 (3 credit hours); ENGL 1302 or 2311 (3 credit hours)†; SPCH 1311 or 1315 or 1318 or 1321 (3 credit hours)

Mathematics (Select one course) (3 or 4 credit hours):

MATH 1314, 1324, 1325, 1332 (one additional MATH course is usually required by transfer institutions), 1333, 1342, 1350, 1351, 2320, 2412, 2413, 2414, 2415

Laboratory Sciences (Select two courses) (8 credit hours):

BIOL 1406, 1407, 1408, 1409, 1411, 1413, 1424, 2401, 2402, 2404, 2406, 2416, 2420, 2421, 2471;

CHEM 1405, 1406, 1407, 1408, 1411, 1412, 2423, 2425;

PHYS 1401, 1402, 1405, 2425, 2426, 1411, 1412;

GEOL 1401, 1403, 1404, 1405

Visual/Performing Arts (Select one course) (3 credit hours):

ARTS 1301; DRAM 1310; MUSI 1306; ARTS 1303, 1304;

DANC 2303; DRAM 2361, 2362; MUSI 1308, 1309

Humanities (Select one course) (3 credit hours):

COMM 1307; ENGL 2322, 2323, 2327, 2328, 2332, 2333, 2352, 2353; HIST 2311, 2312; HUMA 1301, 1302; PHIL 1301, 2306; FREN 2311*, 2312;

SPAN 2311*, 2312, 2316, 2317; SGNL 2301*, 2302

Social/Behavioral Science:

GOVT 2305 and 2306 (6 credit hours)**;

HIST 1301 and 1302 or 2301 (6 credit hours);

(Select one course) (3 credit hours):

ECON 2301, 2302; GEOG 1303; PSYC 2301, 2314, 2319; SOCI 1301, 2301, 2331

Institutional Designated Option (Select one course) (3 or 4 credit hours):

AGRI 1309; BCIS 1301; BCIS 1405; ENGR 2304; FREN 2311*; SGNL 2301*; SPAN 2311*

Core Total: 44-46 credit hours

*Students CANNOT use the same course to satisfy the Humanities and the Institutional Designated Option

**Students transferring six hours of Government from out-of-state must take GOVT 2107.

† Students should choose ENGL 1302 or 2311 based on senior college requirements.

NOTE: Students enrolling in core curriculum courses, other than courses having only mathematics or writing THEA requirements, must have satisified all THEA reading requirements. 2. Complete courses listed in one of the concentrations.

Students who intend to transfer to a university and seek the baccalaureate degree should consult with their advisor, inquire about the receiving university's course requirements and develop a degree plan accordingly.

Work with the academic advisor for your major to request any course substitutions needed for your senior institution or associate degree plan. Course waivers/substitutions must be approved by the appropriate department chair and instructional dean.

Some degrees do not require completion of the core. Fields of study supplant core requirements.

Associate in Arts Fields of Study (State Approved)

Business Administration BUSI_AA-FOS (0501A)

1. Must see advisor for transfer degree plan.

2. Complete general graduation and core requirements.

3. Complete these specific requirements in the Field of Study for Business Administration:

Accounting (8 credit hours): ACCT 2401, 2402

Economics (6 credit hours): ECON 2301*, 2302

Mathematics (3 credit hours): MATH 1325*

Information Systems (4 credit hours): BCIS 1405*

Speech (3 credit hours): SPCH 1315* or 1321*

Approved electives to complete 60 hours: BUSI 1301; MATH 1314*, 1324* and 2342.

*Included in Core.

Students should check senior college requirements.

Communications

[Advertising/Public Relations ADVR_AA-FOS (0601A)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric*
HIST 1301 History of the US*
Laboratory Science*
MATH (1314 suggested)*
COMM 1307 Mass Communication*

Semester II

ENGL 1302 Composition and Rhetoric* OR

ENGL 2311 Technical Report Writing*†
HIST 1302 History of the US*

Laboratory Science*

Visual/Performing Arts*
SPCH 2301 Introduction to Technology &

Human Communication*

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)*
GOVT 2305 American Government*
BCIS 1301 Microcomputer Applications*

BCIS 1405 Business Computer Applications* SPCH 1311, 1315, 1318 or 1321*

COMM 2311 News Gathering Writing I*

KINE Activity Suggested

Semester IV

GOVT 2306 American State Government* Social/Behavioral Science*

COMM 2327 Principles of Advertising*

Elective

KINE Activity Suggested

Total Semester Hours-61/62

† Students should choose ENGL 1302 or 2311 based on senior college requirements.

66 What We Offer

^{*}Indicates courses required for graduation from Tyler Junior College with an Associate In Arts degree with a concentration in Communication—Advertising/Public Relations. A total of 60 hours must be completed to earn an Associate in Arts degree. In addition, students must complete the General Graduation Requirements for all degrees listed in the Tyler Junior College Catalog.

Associate in Arts Fields of Study (State Approved), continued [Communication/Speech SPCH_AA-FOS (1505A)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric* HIST 1301 History of the US* Laboratory Science* MATH (1314 suggested)* SPCH 1321, 2341, or 1315*

Semester II

ENGL 1302 Composition and Rhetoric* ENGL 2311 Technical Report Writing*† HIST 1302 History of the US* Laboratory Science* Visual/Performing Arts* SPCH 1342 Voice and Diction and Phonetics*

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)* **GOVT 2305** American Government* **BCIS 1301** Microcomputer Applications*

BCIS 1405 Business Computer Applications* SPCH 2333, 1318 or 1311*

Speech Elective*

KINE Activity Suggested

Semester IV

GOVT 2306 American State Government* Social/Behavioral Science*

SPCH 2301 Introduction to Technology and Human Communication*

Speech Elective* KINE Activity Suggested

Total Semester Hours-61/62

*Indicates courses required for graduation from Tyler Junior College with an Associate In Arts degree with a concentration in Communication/Speech. A total of 60 hours must be completed to earn an Associate in Arts degree. In addition, students must complete the General Graduation Requirements for all degrees listed in the Catalog.

† Students should choose ENGL 1302 or 2311 based on senior college requirements.

[Radio & Television Broadcasting/Broadcast Journalism RTVB AA-FOS (0601B)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric* HIST 1301 History of the US* Laboratory Science* MATH (1314 suggested)* **COMM 1307 Mass Communication***

Semester II

ENGL 1302 Composition and Rhetoric* ENGL 2311 Technical Report Writing*†

HIST 1302 or 2301 History of the US*

Laboratory Science* Visual/Performing Arts*

SPCH 2301 Introduction to Technology & Human Communication'

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)* **GOVT 2305** American Government* **BCIS 1301** Microcomputer Applications*

OR BCIS 1405 Business Computer Applications* SPCH 1311, 1315, 1318 or 1321* COMM 2311 News Gathering Writing I*

KINE Activity Suggested

Semester IV

GOVT 2306 American State Government' Social/Behavioral Science* COMM 2315 or 2331*

Elective (COMM 2289 Suggested)

KINE Activity Suggested

Total Semester Hours-61/62

^{*}Indicates courses required for graduation from Tyler Junior College with an Associate In Arts degree with a concentration in Communication-Radio & Television Broadcasting/Broadcast Journalism. A total of 60 hours must be completed to earn an Associate in Arts degree. In addition, students must complete the General Graduation Requirements for all degrees listed in the Tyler Junior College Catalog.

[†] Students should choose ENGL 1302 or 2311 based on senior college requirements.

Associate in Arts Fields of Study (State Approved), continued [Journalism/Mass Communication JOUR_AA-FOS (0601C)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric*
HIST 1301 History of the US*
Laboratory Science*
MATH (1314 suggested)*
COMM 1307 Mass Communication*

Semester II

ENGL 1302 OR 2311*†
HIST 1302 History of the US*
Laboratory Science*
Visual/Performing Arts*
SPCH 2301 Introduction to Technology &
Human Communication*

Second Year

Semester III

Humanities (ENGL 2332 or 2333 suggested)*
GOVT 2305 American Government*
BCIS 1301 Microcomputer Applications*
OR

BCIS 1405 Business Computer Applications* SPCH 1311, 1315, 1318 or 1321* COMM 2311 News Gathering Writing I*

KINE Activity Suggested

Semester IV

GOVT 2306 American State Government* Social/Behavioral Science* COMM 2315 General Reporting* Elective KINE Activity Suggested

Total Semester Hours-61/62

*Indicates courses required for graduation from Tyler Junior College with an Associate In Arts degree with a concentration in Communication—Journalism/Mass Communication. A total of 60 hours must be completed to earn an Associate in Arts degree. In addition, students must complete the General Graduation Requirements for all degrees listed in the Tyler Junior College Catalog.

† Students should choose ENGL 1302 or 2311 based on senior college requirements.

Computer Science COSC_AA-FOS (0701A)

First Year

Fall Semester

COSC 1436 Programming Fundamentals I ENGL 1301 Composition and Rhetoric MATH 2413 Calculus I w/Analytic Geometry BCIS 1405 Business Computer Applications HIST 1301 History of the United States

Spring Semester COSC 2425 Computer Organization and

Machine Language
ENGL 1302 Composition and Rhetoric OR
ENGL 2311 Technical Report Writing
MATH 2414 Calculus II w/Analytic Geometry
PHYS 2425 Mechanics

HIST 1302 History of the United States

Second Year

Fall Semester

COSC 1437 Programming Fundamentals II GOVT 2305 American Government PHYS 2426 Electricity and Magnetism Humanities Elective (Literature recommended) Social/Behavioral Science Elective

Spring Semester

COSC 2436 Programming Fundamentals III GOVT 2306 American State Government Visual/Performing Arts Elective Speech Elective

Notes:

- COSC 1436 and 1437 are preparatory and sequential in nature; however, not all courses are required for the Computer Science major at all universities, but may apply to general degree requirements.
 - a. COSC 1436 is not part of the Computer Science major requirements at The University of Texas at Austin, The University of Texas at Arlington, The University of Texas at Dallas, and Texas A&M University.
 - b. COSC 1437 is not part of the Computer Science major requirements at The University of Texas at Austin
 Preparatory courses such as COSC 1436 and 1437 will assist students that need additional background
 but do not apply toward the computer science major requirements.
- COSC 2425 is not part of the Computer Science major requirements at The University of Texas at Austin or Texas A&M University, but may be applied to general degree requirements.
- It is recommended that students complete the math sequence, physics sequence, and computer science sequence at the same insitution to reduce the likelihood of potential gaps in the curriculum.

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Associate in Arts Fields of Study (State Approved), continued

Criminal Justice CRMJ_AA-FOS (0702)

- 1. Must see advisor for transfer degree plan.
- 2. Complete general graduation and core requirements.
- 3. Complete these specific requirements in the Field of Study for Criminal Justice:
 - a. CRIJ 1301, 1306, 1310, 2313, and 2328;
 - b. Approved criminal justice electives to complete 60 hours.

Engineering ENGR_AA-FOS (0902B)

The engineering program at Tyler Junior College is designed to meet the needs of the first two years of a four- or five-year engineering degree program.

First Year

Semesti	eri		
ENGL 1301	Composition	and	Rhetoric*
HIST 1301 History of the LIS*			

CHEM 1411 General Chemistry I*

MATH 2413 Calculus I*

ENGR 1304 Engineering Design Graphics~ **ENGR 1101** Introduction to Engineering~

Summer Session I

GOVT 2305 American Government*

ECON 2301 Principles I Macroeconomics* OR ECON 2302 Principles II Microeconomics*

Semester II

ENGL 1302 Composition and Rhetoric*

ENGL 2311 Technical Report Writing†*

HIST 1302 History of the US*
CHEM 1412 General Chemistry II‡

MATH 2414 Calculus II* PHYS 2425 Mechanics*

Second Year

Semester III

MATH 2415 Calculus III*

ENGR 2301 Engineering Mechanics I (Statics)*

ENGR 2304 Computing for Engineers**

PHYS 2426 Electricity and Magnetism*

SPCH 1321 Business & Professional Speaking*

Semester IV

GOVT 2306 American State Government*

MATH 2320 Differential Equations

ENGR 2302 Engineering Mech II (Dynamics)*

ENGR 2305 Circuits I

Total Semester Hours—72*

- *Courses marked with an asterisk are requirements for graduation from Tyler Junior College with an Associate in Arts degree with the Field of Study in Engineering. A minimum of 60 hours is required for graduation from Tyler Junior College.
- **ENGR 2304 meets core curriculum requirement for Computer Science. It is recommended but not required.
- ~ ENGR 1304 and ENGR 1101 are required by most senior colleges, but are not included in the core or in the Field of Study.
- † Students should choose ENGL 1302 or 2311 based on senior college requirements.
- ‡ Not all senior colleges require CHEM 1412. Students should check senior college requirements.

NOTE: If needed, it is recommended that all engineering majors take MATH 2412 (precalculus) during the summer session prior to the fall semester of the freshman year. Students with no physics background are encouraged to take PHYS 1401 in the first semester of the freshman year.

Students need to complete both a Visual/Performing Arts and a Humanities Elective in order to be "Core Complete."

Numbering of Courses

The four-letter prefix will be used to identify subject areas. The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore) Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Associate in Arts Fields of Study (State Approved), continued

Music MUSI AA-FOS (1005A)

First Year

Semester I

MUSI 1311 and MUSI 1116

Ensemble

Applied Concentration* Class Piano Secondary** MUSI 1308 or MUSI 1309

HIST 1301

Semester II

MUSI 1312 and MUSI 1117

Ensemble

Applied Concentration*

Class Piano Secondary

MATH 1314

HIST 1302 or HIST 2301

SPCH 1315 or SPCH 1321

Second Year

Semester III

MUSI 2311 and MUSI 2116

Ensemble

Applied Concentration*

Applied Secondary**

ENGL 1301

GOVT 2305

Behavioral Science Elective

Semester IV

MUSI 2312 and MUSI 2118

Ensemble

Applied Concentration*

Applied Secondary

ENGL 1302 or ENGL 2311

GOVT 2306

Nursing, (ADN) Curriculum NURS_AA-FOS

The field of study curriculum for nursing was designed to promote maximum transferability for students, not only those who have graduated from associate degree nursing programs and are licensed as registered nurses, but for students transferring from community colleges to universities prior to completing their program of study and taking the licensure examination. Students working toward the Associate Degree in Nursing will take essential core requirements that will allow them to transfer to a public senior college.

All public four-year institutions of higher education are required to accept Texas Higher Education Coordinating Board-approved field of study curriculum courses in fulfillment of lowerdivision requirements for bachelor's degree programs in nursing. Receiving public colleges or universities are not allowed to require incoming transfer students to repeat courses with the same content as field of study courses. Only students accepted into the associate degree nursing program may enroll in nursing courses.

Academic Courses—

Anatomy & Physiology, BIOL 2401 and BIOL 2402

Microbiology, BIOL 2420 or BIOL 2421

Chemistry, one course with lab (any 4 semester credit hour ACGM course with lab)

Nutrition, HECO 1322 or BIOL 1322

Psychology, PSYC 2301 and PSYC 2314

Mathematics, MATH 1342

Note: Students must have satisfied all appropriate THEA requirements.

Nursing Courses—

RNSG 1513 Foundations for Nursing Practice

RNSG 2213 Mental Health Nursing

RNSG 2308 Maternal/Newborn Nursing and Women's Health

RNSG 2201 Care of Children and Families

RNSG 1441 Common Concepts of Adult Health

RNSG 1443 Complex Concepts of Adult Health

RNSG 1260 Clinical Nursing | RNSG 1162 Clinical Nursing II

RNSG 1163 Clinical Nursing III

RNSG 2160 Clinical Nursing IV

RNSG 2260 Clinical Nursing V RNSG 2161 Clinical Nursing VI

^{*}Concentration may be in any instrument or vocal.

^{**}Secondary must be piano if it was not chosen as a concentration. Music majors must take a piano placement test. NOTE: Music majors are strongly encouraged to lighten their course load by enrolling in summer classes. Vocal students are encouraged to audition for the following vocal performing groups: A Cappella Choir, Harmony and Understanding. In addition to MUSI 1127 and 1128, students are encouraged to audition for the following instrumental performing groups: Jazz Band, Instrumental Chamber Ensemble, and Wind Ensemble.

ASSOCIATE IN ARTS IN TEACHING

Teacher Certification

Associate in Arts in Teaching (1st Curriculum) EDU1_AAT (0801E)

EC-4 Generalist (all specializations except the early childhood specialization)

EC-4 Bilingual Generalist, and EC-4 ESL Generalist

4-8 Generalist, 4-8 Bilingual Generalist, 4-8 ESL Generalist, All 4-8 Content Areas EC-12 Special Education

Students seeking a State of Texas teaching certificate in the above areas should complete the AAT before transferring to a senior institution.

- 1. Complete general graduation and core requirements.
 - a. Strongly suggest choosing SPAN 2317 from the Humanities option in the core curriculum.
 - b. Strongly suggest choosing GEOG 1303 from the Social Science option in the core curriculum.
 - c. Choose two Sciences in addition to the required Laboratory Sciences in the core curriculum.
 - d. BCIS 1301 (special section for education majors) required for the Institutional Option.
 - e. For the required Laboratory Sciences in the core curriculum, one Lab Science needs to be a Life Science and one Lab Science needs to be a Physical Science.
- 2. Specific requirements: EDUC 1301, 2301; MATH 1350, 1351.

Associate in Arts in Teaching (2nd Curriculum) EDU2 AAT (0801F)

All 8-12 Content Areas: Selected EC-12 Content Areas

Students seeking a State of Texas teaching certificate in the above areas should complete the AAT before transferring to a senior institution.

- Complete general graduation and core requirements.
 - a. Strongly suggest choosing SPAN 2317 from the Humanities option in the core curriculum.
 - b. Strongly suggest choosing GEOG 1303 from the Social Science option in the core curriculum.
 - c. BCIS 1301 (special section for education majors) required for the Institutional Option.
 - d. For the required Laboratory Sciences in the core curriculum, one Lab Science needs to be a Life Science and one Lab Science needs to be a Physical Science.
- 2. Specific requirements: EDUC 1301, 2301; 12-14 hours in content area.

Associate in Arts in Teaching (3rd Curriculum) EDU3_AAT (0801G)

EC-4 Early Childhood Degree Specialization only

Students seeking a State of Texas teaching certificate in the above area should complete the AAT before transferring to a senior institution.

- 1. Complete general graduation and core requirements.
 - a. Strongly suggest choosing SPAN 2317 from the Humanities option in the core curriculum.
 - b. Strongly suggest choosing GEOG 1303 from the Social Science option in the core curriculum.
 - c. BCIS 1301 (special section for education majors) required for the Institutional Option.
 - d. For the required Laboratory Sciences in the core curriculum, one Lab Science needs to be a Life Science and one Lab Science needs to be a Physical Science.
- 2. Specific requirements: TECA 1303, 1311, 1318, 1354; MATH 1350, 1351.

Associate in Arts Concentration Areas

Agriculture/Forestry AGRI_AA (0100)

- 1. Complete general graduation and core requirements.
- 2. Complete these specific requirements:

Forestry (9 credit hours)

OR

Horticulture (10 credit hours)

OR

Agriculture (15 credit hours)

Biology* (8 credit hours)

Electives to total 60 hours. Students should check with the faculty advisor in the biology program to complete a degree plan for transferability.

*Included in Core.

Students should check senior college requirements.

Stephen F. Austin State University offers a bachelor of science degree in **Animal Science and Horticulture Science** at Tyler Junior College. Lower division courses in general education and agriculture are taught by Tyler Junior College. All upper level division courses are taught by Stephen F. Austin State University on the TJC campus. Students intending on this degree must be accepted to Stephen F. Austin State University before enrolling in upper division classes.

General Studies GNST_AA (0801B)

(Majors in Art, Behavioral Sciences, Construction Science, Dance, Home Economics, Liberal Arts, Mathematics and Theatre)

- 1. Complete general graduation and core requirements.
- 2. Complete additional hours to total 60 credit hours based on the student's intended degree at the receiving institution.

Students should check senior college requirements from an academic advisor.

Stephen F. Austin State University offers a bachelor of science degree in **Social Work** at Tyler Junior College. Lower division courses in general education and social work are taught by Tyler Junior College. All upper level division courses are taught by Stephen F. Austin State University on the TJC campus. Students intending on this degree must be accepted to Stephen F. Austin State University before enrolling in upper division classes.

Numbering of Courses

The four-letter prefix will be used to identify subject areas. The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore) Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Associate in Arts Concentration Areas, continued

Health and Kinesiology

(Options include Athletic Training*, Health Studies, Kinesiology, Outdoor Leadership)

- 1. Complete general graduation and core requirements.
- 2. Complete specific requirements for concentration.

Athletic Training HKAT_AA (0835A) (14 credit hours of HLTH/KINE)— Choose from: KINE 1102, 1103, 1301, 2101, 2102, 2170, 2356, and HLTH 1306 plus PSYC 2301** and HECO 1322.

OR

Health Studies HKHS_AA (0835B) (12 credit hours of HLTH)—Choose from: HLTH 1304, 1305, 1306, 1346, 1370, 2306.

OR

Kinesiology HKKN_AA (0835C) (12 credit hours of HLTH/KINE)—Choose from: KINE 1301, 1308, HLTH 1304, 1305, 1306, 1346.

OR

Outdoor Leadership HKOL_AA (0835D) (16 credit hours)— Choose from: KINE 1338, 1339, 1328, HLTH 1306 and select four from KINE 1140, 1141, 1142, 1143, 1144, 1145, 2140, 2141, 2142, 2144, 2145. 3. Electives to total 60 hours.

Sciences SCNC AA

(Majors in Biology, Chemistry, Environmental Science, Geology, Meteorology, Physics, Pre-Medicine, Pre-Dental, Pre-Occupational Therapy, Pre-Pharmacy, Pre-Physical Therapy, Pre-Physician Assistant, Pre-Veterinary Medicine and Pre-BSN, Pre-Chiropractic)

- 1. Must see science advisor for transfer degree plan.
- 2. Complete general graduation and core requirements.
- 3. Complete these specific requirements:*

Chemistry** (8 credit hours): CHEM 1411, 1412

Additional Laboratory Science (8 credit hours)

Additional Mathematics (3 credit hours)

Electives to total 60 hours.

Need More Information?

Visit our Web site @ www.tjc.edu or call 1–800–687–5680

^{*}Enrollment in the Athletic Training program is limited. Students should contact the Head Athletic Trainer for application information.

^{**}Included in core.

^{*}Students should check senior college requirements. Course substitutions may be available depending on major and/or transfer degree requirements. See academic advisor.

^{**}Included in Core.

Associate in Applied Science Degrees

The associate in applied science degree combines general liberal arts courses with specialized, technical courses. Tyler Junior College offers the associate in applied science degree to students completing required courses in the following programs:

Air Conditioning and Refrigeration

Automotive Technology

Business Management

Child Development/Early Childhood

Computer Information Systems-

Gaming and Simulation Programming

Network Administration

PC Support Specialist

WAN Technology

Criminal Justice—Corrections

Dental Hygiene

Diagnostic Medical Sonography

Emergency Medical Service Professions

Engineering Design Technology

Graphic Arts/Photography

Health Information Technology

Human Services: Addiction

Counselor Training Program

(Substance Abuse Counseling)

Medical Laboratory Technology

Nursing, Associate Degree

Office Technology-

Medical Administrative Assistant

Paralegal (Legal Assistant)

Process Piping Design

Professional Tennis Management

Radiologic Technology

Respiratory Care

Sign Language Interpreting

Surgical Technology

Surveying and Mapping Technology

Vision Care Technology

Welding Technology

Allied health students must contact the department chair or academic advisor for specific application information and deadlines. See the *Special Admissions* and/or *Selected Admissions* sections of this *Catalog*.

Tech-Prep Programs

Automotive Technology
Business Management
Child Development
Diagnostic Medical Sonography
Engineering Design Technology
(Computer-Aided Drafting)

Health Information Technology
Office Technology
PC Support Specialist
Surgical Technology
Vision Care Technology

Need More Information?

Visit our Web site @ www.tjc.edu or call 1-800-687-5680

Associate in Applied Science Degrees, continued

Certificate Options

Air Conditioning and Refrigeration-Air Conditioning Commercial Refrigeration

Automotive Technology-Advanced Service Technician General Service Technician

Business Management-Bookkeeping (Proficiency) Leadership

Child Development/Early Childhood-Administrator's Credential Infant and Toddler Caregiver Preschool Teaching Proficiency

Computer-Aided Drafting Computer Information Systems-Computer Information Security **Network Administration** PC Support Specialist WAN Technology (2)

Diagnostic Medical Sonography*-**Advanced Certification**

Emergency Medical Service Professions*-**EMSP Basic EMSP Intermediate** Paramedic

Graphic Arts/Photography-Graphic Arts Photography

Medical Office Management

Medical Transcription*

Office Technology Advanced Office Management MOS Certification

Professional Tennis Management

Sign Language Interpreting Surgical Technology*

Surveying and Mapping Technology

Vision Care Technology*

Vocational Nurse Education*

Welding Technology-GMAW/FCAW GTAW SMAW Structural

*In these health science programs, Certificates of Proficiency will only be awarded provided each required course is completed with a minimum grade of "C."

General Education Electives

NOTE: In Associate in Applied Science degree plans, several disciplines are listed as General Education electives. Note that some of these do not meet core curriculum requirements. Social/Behavorial Science includes economics, geography, government, psychology, sociology, Texas and U.S. history and social work. Humanities include humanities, journalism (COMM 1307), literature, sophomore foreign language, philosophy and sophomore sign language (SGNL 2301, 2302) and Western Civilization. Fine/ Visual Arts include courses in the appreciation or history of art, drama and music. Natural science includes chemistry, biology, geology, physics and astronomy.

See page 28 for Course Numbering System.

Associate in Applied Science Degree Plans AND CERTIFICATE OF PROFICIENCY PLANS

Air Conditioning and Refrigeration Curriculum

[Associate in Applied Science Degree AIRC AAS (7221)]

First Year

Semester I

HART 1401 Basic Electricity for HVAC **HART 1407** Refrigeration Principles

HART 1310 HVAC Shop Practices and Tools

HART 1300 HVAC Duct Fabrication

ENGL 1301 Composition and Rhetoric

Semester II

HART 1403 Air Conditioning Control Principles

HART 1441 Residential Air Conditioning

HART 1445 Gas and Electric Heating

College Level Mathematics **Humanities/Fine Arts Elective**

Second Year

Semester III

HART 2442 Commercial Refrigeration

HART 2438 Air Conditioning Installation/Service

HART 2445 Residential AC Systems Design

ITSC 1309 Integrated Software Application I OR **BCIS 1301** Microcomputer Applications

Social/Behavioral Science Elective

Semester IV

HART 2449 Heat Pumps

HART 2436 Air Cond. Troubleshooting (Capstone)

HART 2457 Specialized Commercial Refrigeration SPCH 1321 Business and Professional Speaking

Total Semester Hours-68

Bold courses represent general education courses.

Approved social/behavioral science electives: Government, History, Economics, Psychology, Sociology, Approved humanities/fine arts electives: Humanities, Journalism, Literature, Modern Language, Philosophy, Art Appreciation, Drama Appreciation and Music Appreciation.

[Certificate of Proficiency, Air Conditioning AIRC_CERT (7221A)] THEA Waived

First Year

Semester I

HART 1401 Basic Electricity for HVAC

HART 1407 Refrigeration Principles

HART 1310 HVAC Shop Practices and Tools

HART 1300 HVAC Duct Fabrication

Semester II

HART 1403 Air Conditioning Control Principles

HART 1441 Residential Air Conditioning

HART 1445 Gas and Electric Heating

Second Year

Semester III

HART 2445 Residential AC Systems Design

HART 2438 Air Conditioning Installation/Service HART 2436 Troubleshooting

Semester IV

HART 2449 Heat Pumps (Capstone)

Total Semester Hours-42

[Certificate of Proficiency, Commercial Refrigeration CREF_CERT (7221C)] THEA Waived

Semester I

HART 1407 Refrigeration Principles

HART 1401 Basic Electricity for HVAC

HART 1310 HVAC Shop Practices and Tools

HART 2442 Commercial Refrigeration

Semester II

HART 1403 Air Conditioning Control Principles

HART 2457 Spec. Comm. Refrigeration (Capstone)

ITSC 1309 Integrated Software Application I OR

BCIS 1301 Microcomputer Applications

Total Semester Hours—26

Automotive Technology Curriculum

[Associate in Applied Science Degree AUTO_AAS (6422)]

This is a specialized admissions program. Please see an academic advisor or the department chair for details.

First Year

Semester I

AUMT 1310 Automotive Brake Systems Lab

AUMT 1253 Theory of Automotive Electrical Systems

AUMT 1307 Automotive Electrical Systems Lab

ENGL 1301 Composition and Rhetoric Behavioral/Social Science Elective

Semester II

AUMT 1257 Theory of Automotive Brake Systems AUMT 2215 Theory of Automotive Engine Performance Analysis I

> **AUMT 2317** Automotive Engine Performance Analysis I Lab

AUMT2231 Theory of Automotive Engine Performance Analysis II

AUMT 2334 Automotive Engine Performance Analysis II Lab

SPCH 1321 Business & Professional Speaking College Level Algebra

Summer Session I

AUMT 1213 Theory of Automotive Suspension and Steering Systems

AUMT 1316 Automotive Suspension and Steering Systems Lab

AUMT 1380 Cooperative Education—Automobile/ Automotive Mechanics Technology/Technician

Summer Session II

AUMT 2421 Automotive Electrical Lighting and Accessories

Second Year

Semester III

AUMT 2209 Theory of Automotive Drive

Train and Axles

AUMT 2223 Theory of Automotive Automatic Transmission and Transaxle

AUMT 2325 Automotive Automatic Transmission and Transaxle Lab

Humanities/Fine Arts Elective

Semester IV

AUMT 2205 Theory of Automotive Engine **AUMT 1319** Automotive Engine Repair Lab

AUMT 2313 Automotive Drive Train and Axles Lab AUMT 1241 Theory of Automotive Heating and Air Conditioning

AUMT 1345 Automotive Heating and Air Conditioning Lab **BCIS 1301** Microcomputer Applications

Total Semester Hours-70

Bold courses represent general education requirements.

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for mechanical comprehension and reading.

All students are required to attend automotive orientation.

Department specific courses must be taken in sequence and may have a prerequisite course.

Exceptions must be approved in writing by the department chair.

Students are required to furnish their own tools. (See an academic advisor or the department chair for required tool list.)

Can't Find It?

Check the appendix pages in the back of this Catalog.

Automotive Technology Curriculum

(Certificate of Proficiency—General Service Technician AUTO-GS CERT) THEA Waived

This is a specialized admissions program. Please see an academic advisor or the department chair for details.

Semester I

AUMT 1257 Theory of Automotive Brake Systems **AUMT 1310** Automotive Brake Systems Lab

AUMT 1253 Theory of Automotive Electrical Systems

AUMT 1307 Automotive Electrical Systems Lab AUMT 2231 Theory of Automotive Engine

Semester II

AUMT 2215 Theory of Automotive Engine Performance Analysis I

AUMT 2317 Automotive Engine Performance Analysis I Lab

AUMT 2231 Theory of Automotive Engine Performance Analysis II

AUMT 2334 Automotive Engine Performance Analysis II Lab

Summer Session I

AUMT 1213 Theory of Automotive Suspension and Steering Systems **AUMT 1316** Automotive Suspension and Steering Systems Lab

Total Semester Hours—25

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for mechanical comprehension and reading.

All students are required to attend automotive orientation.

Department specific courses must be taken in sequence and may have a prerequisite course.

Exceptions must be approved in writing by the department chair.

Students are required to furnish their own tools. (See an academic advisor or the department chair for required tool list.)

(Certificate of Proficiency—Advanced Service Technician AUTO-AS_CERT) THEA Waived

This is a specialized admissions program. Please see an academic advisor or the department chair for details.

Successful completion of the General Service Technician Certificate is required before entrance into the Advanced Service Technician Certificate.

Summer Session II

AUMT 2421 Automotive Electrical Lighting and Accessories

Semester I

AUMT 2209 Theory of Automotive Drive Train and Axles

AUMT 2313 Automotive Drive Train and Axles Lab

AUMT 2223 Theory of Automotive Automatic Transmission and Transaxle

AUMT 2325 Automotive Automatic Transmission and Transaxle Lab

Semester II

AUMT 2205 Theory of Automotive Engine
AUMT 1319 Automotive Engine Repair Lab
AUMT 1241 Theory of Automotive Heating
and Air Conditioning

AUMT 1345 Automobile Heating and Air Conditioning Lab

Total Semester Hours-24

Applicants must meet the admission requirements for TJC and achieve minimum scores on tests for mechanical comprehension and reading.

All students are required to attend automotive orientation.

Department specific courses must be taken in sequence and may have a prerequisite course.

Exceptions must be approved in writing by the department chair.

Students are required to furnish their own tools. (See an academic advisor or the department chair for required tool list.)

78 What We Offer

Business Management Curriculum

[Associate in Applied Science Degree BUSM_AAS (5822)]

First Year

Semester I

BUSI 1301 Introduction to Business ACNT 1303 Introduction to Accounting I BMGT 1303 Principles of Management BCIS 1405 Business Computer Applications ENGL 1301 Composition and Rhetoric

Semester II

BUSG 1304 Personal Finance
HRPO 2307 Organizational Behavior
ACNT 1304 Introduction to Accounting II***
SPCH 1321 Business and Professional Speaking
ENGL 2311 Technical Report Writing
OR
ENGL 1302 Composition and Rhetoric**

Second Year

Semester III

BUSG 2309 Small Business Management MRKG 1311 Principles of Marketing HRPO 2301 Human Resource Management BMGT 2309 Leadership MATH 1314 College Algebra

Semester IV

BMGT 1309 Information and Project
Management
BMGT 1341 Business Ethics
BMGT 2341 Strategic Management (Capstone)
ECON 2302 Principles of Economics II–Micro
Humanities/Fine Arts Elective
Approved Elective*

Bold courses represent general education courses.

Total Semester Hours-64

[Leadership Certificate BUSM_LS_CERT (5822I)] THEA Waived

Selective admission, industry sponsorship required.

Semester I

BMGT 2341 Strategic Management

Semester II

HRPO 2301 Human Resources Management

Semester III

BMGT 2309 Leadership

Semester IV

BMGT 2303 Problem Solving and Decision Making

Semester V

BMGT 1307 High Performance Work Teams (Capstone)

Total Semester Hours-15

[Certificate of Proficiency, Bookkeeping BUSM_BK_CERT (5822L)] THFA Waived

Semester I

ACNT 1303 Introduction to Accounting I BCIS 1405 Business Computer Applications

HRPO 2307 Organizational Behavior

Semester II

ACNT 1304 Introduction to Accounting II
ACNT 1329 Payroll and Business Tax
Accounting (S)

BUSG 1304 Personal Finance

Total Semester Hours-19

^{*} Approved Electives: BUSI 1311 and 2302. Human Resource Development majors should take MATH 1342.

^{**} Human Resource Development majors should take ENGL 1302.

^{***} Human Resource Development majors should take ENGL 2322.

Child Development/Early Childhood Curriculum

[Associate in Applied Science Degree CDEC_AAS (5222)]

First Year

Semester I

CDEC 1311 Educating Young Children CDEC 1354 Child Growth and

Development

CDEC 1313 Curriculum Resources for Early
Childhood Programs

CDEC 2326 Administration of Programs for Children I

BCIS 1301 Microcomputer Applications

Semester II

CDEC 1303 Families, School and Community

CDEC 1318 Wellness of the Young Child CDEC 2374 Preschool Children: Learning

Environments, Activities, and Materials

ENGL 1301 Composition and Rhetoric Humanities/Fine Arts Elective

Second Year

Speech Elective

Semester III

CDEC 1359 Children with Special Needs
MATH 1314 College Algebra
PSYC 2301 Introductory Psychology
BUSG 2309 Small Business Management
BIOL 1411 General Botany
OR

GEOL 1403 Physical Geology

Bold courses represent general education courses.

Semester IV

CDEC 1319 Child Guidance
CDEC 2328 Administration of Programs
for Children II
CDEC 1321 The Infant and Toddler
CDEC 2384 Cooperative Education—
Child Development

Total Semester Hours-61

Stephen F. Austin State University and Tyler Junior College Child Development/Early Childhood have an articulated agreement to allow students to acquire a bachelor of Child and Family Development degree. Tyler Junior College will deliver lower level courses while Stephen F. Austin State University will deliver upper level courses, including at least six hours of the minor in Human Sciences. Students wishing to transfer must meet Stephen F. Austin State University admission requirements.

[Certificate of Proficiency CDEC_CERT (5222A)] THEA Waived

Semester I

CDEC 1311 Educating Young Children
CDEC 1354 Child Growth and Development
CDEC 1313 Curriculum Resources for Early
Childhood Programs

CDEC 2326 Administration of Programs for Children I

CDEC 1319 Child Guidance

Semester II

CDEC 1303 Families, School and Community CDEC 1318 Wellness of the Young Child CDEC 2374 Preschool Children: Learning

Environments, Activities, and Materials

CDEC 2384 Cooperative Education— Child Development

PSYC 2301 Introductory Psychology **BCIS 1301** Microcomputer Applications

Total Semester Hours—33

Can't Find It?

Check the appendix pages in the back of this Catalog.

Child Development/Early Childhood Curriculum

[Infant and Toddler Caregiver Certificate CD-I/TC CERT (5222C)] THEA Waived

CDEC 1311 Educating Young Children

CDEC 1313 Curriculum Resources for Early Childhood Programs

CDEC 1319 Child Guidance

CDEC 1321 The Infant and Toddler

CDEC 2326 Administration of Programs for Children I

Total Semester Hours-15

[Preschool Teaching Certificate CD-PST CERT (5222D)] THEA Waived

CDEC 1311 Educating Young Children

CDEC 1313 Curriculum Resources for Early Childhood Programs

CDEC 2374 Preschool Children: Learning Environments, Activities, and Materials

CDEC 1319 Child Guidance

CDEC 2326 Administration of Programs for Children I

Total Semester Hours—15

[Administrator's Credential CD_ADMC_CERT (5222E)] THEA Waived

CDEC 1311 Educating Young Children

CDEC 1313 Curriculum Resources for Early Childhood Programs

CDEC 1318 Wellness of the Young Child

CDEC 1319 Child Guidance

CDEC 2326 Administration of Programs for Children I

CDEC 2328 Administration of Programs for Children II

Total Semester Hours—18

NOTE: Prerequisite to enrolling in any CDEC course is the eligibility to enroll in READ 0303.

Commercial Art (See Graphic Arts/Photography)

Computer-Aided Drafting & Design (See Engineering Design Technology)

Computer Information Systems Curriculum

[Certificate of Proficiency, Advanced Computer Information Security ISSEC CERT (1101D)] THEA Required

Fall Semester

ITSY 2401 Firewalls and Network Security

ITSY 2300 Operating System Security ITSY 2442 Incident Response and Handling

Spring Semester

ITSY 1300 Fundamentals of Information Security ITSY 2343 Computer Systems Forensics **ITSY 2341** Security Management Practices

ITSY 2359 Security Assessment and Auditing

Total Semester Hours—23

Computer Information Systems Curriculum

[Certificate of Proficiency, Information Systems-Network Administration ISNA CERT (1503A)] THEA Required

Fall Semester

ITSC 1305 Introduction to PC Operating Systems ITMT 1400 Implementing and Supporting CPMT 1349 Computer Networking Technology

Spring Semester

Microsoft Windows XP Professional

ITMT 1440 Managing and Maintaining a Microsoft Windows Server 2003 Environment

Summer Session

ITNW 1454 Implementing and Supporting Servers (Projects Course)

Fall Semester

ITMT 1450 Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure: Network Services ITNW 2404 Microsoft Windows 2003

Spring Semester

ITMT 2440 Designing Security for Microsoft Networks **EECT 1300** Technical Customer Service

Environment (Projects Course) ITNW 1420 NetWare Administration

Total Semester Hours—37

[Associate in Applied Science Degree, Information Systems— Network Administration ISNA AAS (1503)]

First Year

Fall Semester

BCIS 1416 Computer Programming: Visual BASIC ITMT 1400 Implementing and Supporting **BCIS 1405** Business Computer Applications ITSC 1305 Introduction to PC Operating Systems ITMT 1440 Managing and Maintaining a **CPMT 1349** Computer Networking Technology ITSE 1401 Web Design Tools

Spring Semester

Microsoft Windows XP Professional

Microsoft Windows Server 2003 Environment

CPMT 1411 Introduction to Computer Maintenance **ENGL 1301 Composition and Rhetoric** 3 hours of College-Level Mathematics

Summer Session

ITNW 1454 Implementing and Supporting Servers (Projects Course)

Second Year

Fall Semester

ITMT 1450 Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure: Network Services ITNW 2404 Microsoft Windows 2003

Environment (Projects Course) ITNW 1420 NetWare Administration

ITSC 1416 Linux Installation and Configuration Social/Behavioral Science Flective

Spring Semester

ITMT 2440 Designing Security for Microsoft Networks **EECT 1300** Technical Customer Service SPCH 1321 Business & Professional Speaking **Humanities/Fine Arts Elective**

Bold courses represent general education requirements.

Computer Information Systems Curriculum, continued

[Certificate of Proficiency, PC Support Specialist PCSS CERT (1101B)] THEA Waived

Fall Semester

CETT 1407 Fundamentals of Electronics CPMT 1411 Introduction to Computer Maintenance ITMT 1400 Implementing and Supporting **CPMT 1349** Computer Networking Technology **BCIS 1405** Business Computer Applications ITSC 1305 Introduction to PC Operating Systems ITSY 1300 Fundamentals of Information Security

Spring Semester

ITSC 2321 Integrated Software Applications II Microsoft Windows XP Professional **CPMT 1347** Computer Systems Peripherals **EECT 1300** Technical Customer Service

Total Semester Hours-34

[Associate in Applied Science Degree, PC Support Specialist PCSS_AAS (1101)]

First Year

Fall Semester

CETT 1407 Fundamentals of Electronics CPMT 1411 Introduction to Computer Maintenance ITMT 1400 Implementing and Supporting CPMT 1349 Computer Networking Technology **BCIS 1405** Business Computer Applications

Spring Semester

ITSC 2321 Integrated Software Applications II Microsoft Windows XP Professional **CPMT 1347** Computer Systems Peripherals ITSC 1305 Introduction to PC Operating Systems ITSY 1300 Fundamentals of Information Security **EECT 1300** Technical Customer Service

Second Year

Fall Semester

ITSC 1416 Linux Installation and Configuration ITSE 1350 Systems Analysis and Design **ENGL 1301 Composition and Rhetoric** SPCH 1321 Business and Professional Speaking 3 hours of College-Level Mathematics

Bold courses represent general education requirements.

Spring Semester

ITSY 2401 Firewalls and Network Security ITSC 2386 Internship—Computer Info Systems **ENGL 2311** Technical Report Writing **Humanities/Fine Arts Elective** Social/Behavioral Science Elective

Total Semester Hours-66

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed Registration Guide OR online at www.tjc.edu.

Computer Information Systems Curriculum, continued

(Associate in Applied Science Degree, Information Systems Gaming and Simulation Programming IS-GSP AAS)

First Year

Fall Semester

COSC 1430 Fundamentals of Programming ARTC 1394 Special Topics GAME 1306 Concept, Design and Evolution

of Video Games

GAME 1370 Fundamentals of Game Design MATH 1314 College Algebra

Spring Semester

COSC 1436 Programming Fundamentals I **GAME 2302** Mathematical Applications for Game Development

GAME 2332 Project Development I **GAME 1343** Graphics and Simulation Programming I

Humanities/Fine Arts Elective

Second Year

Fall Semester

COSC 1437 Programming Fundamentals II GAME 2334 Project Development II GAME 1303 Introduction to Game Design and Development

Social/Behavioral Science Elective **ENGL 1301 Composition and Rhetoric**

Spring Semester

COSC 2436 Programming Fundamentals III ITSE 1391 Special Topics in Computer Programming

GAME 2359 Game and Simulation Group Project GAME 2370 3D Video Game Engines SPCH 1321 Business and Professional Speaking

Summer Session

GAME 2371 Game Development Project (Capstone)

Bold courses represent general education courses.

Total Semester Hours-67

Computer Information Systems Curriculum, continued

[Associate in Applied Science Degree, WAN Technology WANT_AAS (1503E)]

First Year

Fall Semester

ITCC 1402 CCNA 1: Network Basics ITCC 1406 CCNA 2: Router Basics **CETT 1407** Fundamentals of Electronics

CPMT 1411 Introduction to Computer Maintenance EECT 1303 Introduction to Telecommunications

Spring Semester

ITCC 1442 CCNA 3: Switch Basics ITCC 1446 CCNA 4: WAN Technologies **CPMT 1347** Computer Systems Peripherals ITSC 1305 Introduction to PC Operating Systems ITSC 2386 Internship—Computer and Information Sciences, General

Second Year

Fall Semester

Advanced Networking Elective* Advanced Networking Elective* ITSY 1300 Fundamentals of Information Security **ENGL 1301 Composition and Rhetoric College Level Mathematics**

Spring Semester

Advanced Networking Elective* Advanced Networking Elective* Social/Behavioral Science Elective **Humanities/Fine Arts Elective** SPCH 1321 Business and Professional

Speaking

Total Semester Hours—69

Bold courses represent general education requirements.

[WAN Technology Certificate WANT_CERT (1503F)] THEA Waived

Fall Semester

ITCC 1402 CCNA 1: Network Basics ITCC 1406 CCNA 2: Router Basics **CETT 1407** Fundamentals of Electronics

Spring Semester

ITCC 1442 CCNA 3: Switch Basics ITCC 1446 CCNA 4: WAN Technologies **CPMT 1347** Computer System Peripherals CPMT 1411 Introduction to Computer Maintenance EECT 1303 Introduction to Telecommunications ITSC 1305 Introduction to PC Operating Systems ITSC 2386 Internship—Computer and Information Sciences, General

Total Semester Hours-36

[Advanced Certificate in WAN Technology WANT_ADCERT (1503G)] THEA Waived

Fall Semester

ITCC 2432 Cisco 5: Advanced Routing ITCC 2436 Cisco 6: Remote Access

ITSY 1300 Fundamentals of Information Security

Spring Semester

ITCC 2440 Cisco 7: Multilayer Switching ITCC 2444 Cisco 8: Network Troubleshooting

Total Semester Hours-19

See page 28 for Course Numbering System.

^{*}Approved Advanced Networking Electives: Any CCNP-level Cisco course, any networking course, ITMT, (ITNW), ITSC 2337

Criminal Justice Curriculum

[Associate in Applied Science Degree Corrections Option CRIJ_AAS (7021A)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric CRIJ 1301 Introduction to Criminal Justice CRIJ 2328 Police System and Practices CRIJ 1307 Crime in America BCIS 1301 Microcomputer Applications

Semester II

ENGL 1302 Composition and Rhetoric SPCH 1321 Business and Professional Speaking

CRIJ 1306 The Courts and Criminal Procedure CRIJ 1310 Fundamentals of Criminal Law CJCR 1304 LE—Probation and Parole

Second Year

Semester III

GOVT 2305 American Government
College Level Mathematics
PSYC 2301 Introductory Psychology
CRIJ 2314 Criminal Investigation
CRIJ 1313 Juvenile Justice System
CRIJ 2323 Legal Aspects of Law Enforcement

Semester IV

SOCI 1306 Social Problems
CJSA 2382 Cooperative Education–Criminal
Justice/Safety Studies
CRIJ 2313 LE—Correctional Systems and
Practices

GOVT 2306 American State Government

CRIJ 2301 LE—Community Resources in Corrections

Humanities/Fine Arts Elective

Bold courses represent general education courses.

Total Semester Hours—66

Dental Hygiene Curriculum

[Associate in Applied Science Degree DHYG AAS (8034)]

Prerequisites (At least three of the following courses must be taken prior to applying in order to be eligible for admission.)

CHEM 1406 Fundamentals of Chemistry

CHEM 1411 General Chemistry

BIOL 2401 Anatomy and Physiology I BIOL 2402 Anatomy and Physiology II

BIOL 2420 Microbiology

First Year

Semester I

DHYG 1301 Orofacial Anatomy, Histology and Embryology DHYG 1304 Dental Radiology

DHYG 1431 Preclinical Dental Hygiene DHYG 1227 Preventive Dental Hygiene

BIOL 2420 Microbiology

Summer Session I or II

Sociology Elective (3 hours) Speech Elective (3 hours)

Semester II

DHYG 1311 Periodontology

DHYG 1339 General and Oral Pathology DHYG 2201 Contemporary D/H Care I

DHYG 1260 Clinical I Dental Hygiene

ENGL 1301 Composition and Rhetoric

Second Year

Semester III

DHYG 1235 Pharmacology for the Dental Hygienist DHYG 2231 Contemporary DH II **DHYG 1315** Community Dentistry DHYG 2360 Clinical II Dental Hygienist

Humanities/Fine Arts Elective (3 hours)

Semester IV

DHYG 1123 Dental Hygiene Practice **DHYG 1207** General and Dental Nutrition **DHYG 1319** Dental Materials **DHYG 2362** Clinical III Dental Hygienist

(Capstone Course) Psychology Elective (3 hours)

Total Semester Hours—72

Non-dental hygiene courses may be taken prior to placement in the Dental Hygiene Program. Science courses must not be older than five years upon enrollment in the program.

All courses with bold type may be taken prior to acceptance to the program.

Special admission and retention rules apply. Department specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion. Contact department chair for details.

Diagnostic Medical Sonography Curriculum

[Associate in Applied Science Option DMSO AAS (8048)]

Prerequisites:

BIOL 2404 Introduction to Human A&P PHYS 1405 Elementary Physics HITT 1303 Medical Terminology II

MATH 1314 College Algebra First Aid Elective

NOTE: All prerequisites must be completed by the end of the spring semester prior to admittance into the DMS program.

First Year

Semester I

Semester II

DMSO 1441 Intro to Abdominopelvic Sonography DMSO 2505 Sonography of Obstetric/Gynecology DMSO 1302 Basic Ultrasound Physics

DMSO 1210 Inroduction to Sonography DMSO 1266 Practicum I

ENGL 1301 Composition and Rhetoric

DMSO 1267 Practicum II

DMSO 1342 Intermediate Physics SPCH 1321 Business and Professional Speaking

OR Speech Elective

Second Year

Semester III

Semester IV

DMSO 2441 Sonography Abdominopelvic Pathology DMSO 2345 Advanced Sonography Practices DMSO 2353 Sonography of Superficial Structures DMSO 2343 Advanced Ultrasound Physics DMSO 2266 Practicum III DMSO 2367 Practicum IV (Capstone Course)

Computer Science Elective Humanities/Fine Arts Elective Social/Behavioral Science Elective

Total Semester Hours-69

All courses with bold type titles may be taken prior to acceptance into program.

Graduates are eligible to apply for admission to sit for the registry examinations in Abdomen, Obstetrics and Physics as administered by the American Registry of Diagnostic Medical Sonographers (ARDMS).

Special admissions and retention rules apply. Department specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of degree. Contact the department chair for details.

[Advanced Certificate Option DMSO_ADV_CERT (8048A)]*

Mini-Term I (8 weeks)

DSVT 1300 Principles of Vascular Technology **DSVT 1103** Introduction to Vascular Technology DSVT 1166 Practicum I

Mini-Term II (8 weeks)

DSVT 2318 Non-Invasive Peripheral Vascular Evaluation

DSVT 2330 Vascular Technology: Cerebral Vascular Evaluation

DSVT 1167 Practicum II (Capstone Course)

Total Semester Hours—15

Graduates are eligible to apply for admission to sit for the registry examinations in Vascular Technology and Vascular Physics as administered by the American Registry of Diagnostic Medical Sonographers (ARDMS).

*This option is available each spring term only.

Drafting (See Engineering Design Technology)

Emergency Medical Service Professions Curriculum

[Associate in Applied Science Degree Paramedic Option EMSP AAS (8040)]

Prerequisite: Successful completion of EMT-Basic curriculum.

First Year

Semester I

EMSP 1338 Introduction to Advanced Practice

EMSP 1356 Patient Assessment and Airway Management

EMSP 2348 Emergency Pharmacology

EMSP 1167 Paramedic Practicum I

EMSP 1355 Trauma Management

Semester II

EMSP 2338 EMS Operations

EMSP 2444 Cardiology

EMSP 2330 Special Populations

EMSP 1168 Paramedic Practicum II

EMSP 2171 Pediatric Care (Local Needs)

EMSP 2135 Advanced Cardiac Life Support

EMSP 2434 Medical Emergencies

Summer Session I

EMSP 1149 Pre-Hospital Trauma Life Support

EMSP 2243 Assessment Based Management

EMSP 1169 Paramedic Practicum III

EMSP 2166 Paramedic Practicum IV

Second Year

Semester III

EMSP 2167 Paramedic Practicum V
(Capstone Course)
PSYC 2314 Human Growth and Development
BIOL 2401 Anatomy and Physiology I*
HITT 1305 Medical Terminology I
HITT 1303 Medical Terminology II

Semester IV

SPAN 2316 Spanish for Health Professionals
OR other fine arts class or Humanities class
BIOL 2402 Anatomy and Phisiology II
ENGL 1301 Composition and Rhetoric

PSYC 2301 Introduction to Psychology

Total Semester Hours—62

Bold type title courses represent general education core courses and may be taken prior to acceptance into program.

[EMSP Basic Certificate of Completion EMSP_BA_CERT (8040A)] THEA Waived

EMSP 1501 EMT—Basic EMSP 1166 Practicum—EMT

Total Semester Hours—6

After successfully completing these courses, students are eligible to apply to take the Texas Department of Health's examination for certification as an Emergency Medical Technician.

Note: Special admission and retention rules apply to all portions of the Emergency Medical Service Professions Program. See department chair for details. Admission to the Program is selective and prior acceptance to the Program is required before enrollment.

^{*}BIOL 2404 is recommended as preparation for BIOL 2401 for students who do not have a strong background in biology but BIOL 2404 will not substitute for BIOL 2401.

Emergency Medical Service Professions Curriculum

[EMSP Intermediate Certificate of Completion EMSP_IN_CERT (8040B)] THEA Waived

First Year

Semester I

EMSP 1501 EMT—BASIC EMSP 1166 Practicum—EMT

Semester II

EMSP 1338 Introduction to Advanced Practice
EMSP 1356 Patient Assessment and
Airway Management

EMSP 2348 Emergency Pharmacology EMSP 1355 Trauma Management EMSP 1167 Paramedic Practicum I

Total Semester Hours—23/27

(Certificate Paramedic Option EMSP_PA_CERT) THEA Waived Prerequisite: Successful completion of EMT-Basic curriculum.

First Year

Semester I

EMSP 1338 Introduction to Advanced Practice
EMSP 1356 Patient Assessment and
Airway Management

EMSP 2348 Emergency Pharmacology EMSP 1355 Trauma Management

EMSP 1167 Paramedic Practicum

Semester II

EMSP 2338 EMS Operations
EMSP 1168 Paramedic Practicum II

EMSP 2444 Cardiology

EMSP 2330 Special Populations
EMSP 1169 Paramedic Practicum III

EMSP 2135 Advanced Cardiac Life Support EMSP 2171 Pediatric Care (Local Needs)

EMSP 2434 Medical Emergencies

Summer Session

EMSP 1149 Pre-Hospital Trauma Life Support EMSP 2243 Assessment Based Management EMSP 2166 Paramedic Practicum IV

Second Year

Semester III

EMSP 2167 Paramedic Practicum V (Captsone Course)

Total Semester Hours—36

After successfully completing these courses, students are eligible to apply to take the Texas Department of Health's examination for certification as an Emergency Medical Technician.

Note: Special admission and retention rules apply to all portions of the Emergency Medical Service Professions Program. See department chair for details. Admission to the Program is selective and prior acceptance to the Program is required before enrollment.

See page 28 for Course Numbering System.

^{*}While not required for this certificate, students planning to enter the Associate in Applied Science degree option for EMSP should take BIOL 2401.

Engineering Design Technology Curriculum

[Associate in Applied Science Degree EDT_AAS (8622)]

First Year

Fall Semester

DFTG 1409 Basic Computer-Aided Drafting DFTG 1405 Technical Drafting DFTG 2412 Technical Illustration & Presentation DFTG 1417 Architectural Drafting—Residential ENGL 1301 Composition and Rhetoric DFTG 2402 Machine Drafting

MATH 1314 College Algebra

Spring Semester

MATH 2412 Precalculus

Second Year

Fall Semester

DFTG 1471 Process Piping Design I DFTG 2430 Civil Drafting

ENGL 2311 Technical Report Writing Humanities/Fine Arts Elective

Spring Semester

SCIT 1418 Applied Physics I DFTG 2306 Machine Design DFTG 2340 Solid Modeling/Design

SPCH 1321 Business and Professional Speaking Social/Behavioral Science Elective

Bold courses represent general education courses.

Total Semester Hours-60

[Associate in Applied Science Degree, Process Piping Design, PRPD_AAS (8622D)]

First Year

Fall Semester

DFTG 1409 Basic Computer-Aided Drafting DFTG 1471 Process Piping Design I **DFTG 2412** Technical Illustration & Presentation **ENGL 1301 Composition and Rhetoric** MATH 1314 College Algebra

Spring Semester

DFTG 1405 Technical Drafting **DFTG 1472** Process Piping Design II **DFTG 2402** Machine Drafting MATH 2412 Precalculus

Second Year

Fall Semester

DFTG 1373 Process Piping Design III **DFTG 2417** Descriptive Geometry **DFTG 2323** Pipe Drafting

ENGL 2311 Technical Report Writing Humanities/Fine Arts Elective

Bold courses represent general education courses.

Spring Semester

DFTG 2340 Solid Modeling/Design **DFTG 2345** Advanced Pipe Drafting SCIT 1418 Applied Physics I

SPCH 1321 Business and Professional Speaking

Social/Behavioral Science Elective

Total Semester Hours-66

[Certificate of Proficiency in Computer-Aided Drafting CADD CERT (8622A)] THEA Waived

Fall Semester

DFTG 2412 Technical Illustration & Presentation **DFTG 1409** Basic Computer-Aided Drafting MATH 1314 College Algebra

Spring Semester

DFTG 1405 Technical Drafting Computer-Aided Drafting Elective Computer-Aided Drafting Elective MATH 2412 Precalculus

Total Semester Hours—25/27

Graphic Arts/Photography Curriculum

[Associate in Applied Science Graphic Arts Option GRAA_AAS (6238B)]

First Year

Semester I

PHTC 1311 Fundamentals of Photography (F)

ARTC 1305 Basic Graphic Design **ARTC 1313** Digital Publishing I **(F)**

ARTS 1316 Drawing I

ENGL 1301 Composition and Rhetoric

Semester II

PHTC 2301 Intermediate Photography (S)

ARTC 2348 Digital Publishing III (S)

GRPH 1359 Vector Graphics for Production (S) **BUSG 2309** Small Business Management

ARTS 1311 Design I

College-Level Mathematics

Second Year

Semester III

PHTC 1341 Color Photography I (F)
ARTC 1302 Digital Imaging I (F)
ARTC 2313 Digital Publishing II (F)
IMED 1301 Introduction to Multimedia (F)

PHTC 1345 Illustrative Photography I Social/Behavioral Science Elective

Bold courses represent general education courses.

Semester IV

IMED 2311 Portfolio Development (Capstone) (S)

ARTC 2305 Digital Imaging II (S) IMED 1316 Web Page Design I (S)

GRPH 2336 Prepress Techniques (S) SPCH 1321 Business and Professional

Speaking

Total Semester Hours-66

[Graphic Arts Certificate GRAA_CERT (6238C)] THEA Waived

First Year

Semester I

PHTC 1311 Fundamentals of Photography (F)

ARTC 1305 Basic Graphic Design ARTC 1313 Digital Publishing I (F)

Semester II

PHTC 2301 Intermediate Photography (S)
ARTC 2348 Digital Publishing III (S)

GRPH 1359 Vector Graphics for Production (S)

Second Year

Semester III

ARTC 1302 Digital Imaging I (F)
ARTC 2313 Digital Publishing II (F)
BUSG 2309 Small Business Management

Semester IV

GRPH 2336 Prepress Techniques (S) **IMED 2311** Portfolio Development (Capstone) (S)

IMED 1316 Web Page Design I (S)

ARTC 2305 Digital Imaging II (S)

Total Semester Hours—39

[Photography Certificate PHOT_CERT (6238A)] THEA Waived

First Year

Semester I

PHTC 1311 Fundamentals of Photography (F)
ARTC 1305 Basic Graphic Design

PHTC 1300 Photo Digital Imaging I (F)

ARTC 1313 Digital Publishing I (F)

Semester II

PHTC 2301 Intermediate Photography (S) BUSG 2309 Small Business Management

Approved PHTC Elective*

Second Year

Semester III

PHTC 1345 Illustrative Photography I (F)
PHTC 1341 Color Photography I (F)

IMED 1301 Introduction to Multimedia (F)

Semester IV

IMED 2311 Portfolio Development (Capstone) (S)

IMED 1316 Web Page Design **(S)** Approved PHTC Elective*

Total Semester Hours-39

*Approved Electives: PHTC 1343, 1351, 1353, 1391, 2342 and 2345.

(F)=Fall only; (S)=Spring only.

Health Information Technology Curriculum

[Associate in Applied Science Degree Health Information Technology HITT_AAS (5827)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric BIOL 2401 Anatomy and Physiology I HITT 1305 Medical Terminology I HITT 1401 Health Data Content and Structure BCIS 1405 Business Computer Applications

Semester II

BIOL 2402 Anatomy and Physiology II HITT 1303 Medical Terminology II HITT 1445 Health Care Delivery Systems POFM 1400 Medical Coding Basics Free Elective

Second Year

Semester III

HITT 1167 Practicum—Health Info. Technology
HPRS 2301 Pathophysiology
HITT 1353 Legal and Ethical Aspects
of Health Information
HITT 1341 Coding and Classification Systems
HITT 1311 Computers in Health Care
POFM 1327 Medical Insurance
SPCH 1321 Business and Professional
Speaking

Semester IV

HITT 1266 Practicum—Health Info. Technology
(Capstone Course)
HITT 2339 Health Information Organizing
and Supervision
HITT 2335 Coding and Reimbursement
Methodologies
HITT 2343 Quality Assurance and Perf. Impr.
Social/Behavioral Science Elective
Humanities/Fine/Visual Arts Elective

Total Semester Hours—72

All courses with bold type titles may be taken prior to acceptance into program.

Special admissions and retention rules apply. Department specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of degree. Contact the department chair for details.

[Medical Transcription Certificate MRMT_CERT (5827D)] THEA Waived

First Year

Semester I

ITSW 1301 Introduction to Word Processing
HITT 1305 Medical Terminology I
POFM 1309 Medical Office Procedures
MRMT 1307 Medical Transcription Fundamentals
BIOL 2404 Introduction to Human A&P

Semester II

MRMT 1267 Practicum—Medical Transcription
(Capstone Course)
HITT 1303 Medical Terminology II
POFT 1301 Business English
BCIS 1405 Business Computer Applications
MRMT 2333 Medical Transcription Advanced

Total Semester Hours-31

All courses with bold type titles may be taken prior to acceptance into program.

Special admissions and retention rules apply. Department specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of certificate. Contact the department chair for details.

Human Services: Addiction Counselor Training Program Curriculum

[Associate in Applied Science Degree Human Services: Addiction Counselor Training Program HUMS AAS (8029)]

First Year

Semester I

CMSW 1301 Introduction to Social Services **DAAC 2307** Addicted Family Interventions DAAC 1319 Intro to Alcohol & Other Drug Addiction DAAC 2330 Multicultural Counseling SOCI 1306 Social Problems

Math/Science Elective*

Semester II

CMSW 1341 Behvr Modification & Cognitive Disorder

DAAC 1304 Pharmacology of Addiction

DAAC 1311 Counseling Theories **BCIS 1301** Microcomputer Applications

Summer I or II

ENGL 1301 Composition and Rhetoric I PSYC 2301 Introduction to Psychology

Second Year

Semester IV

Semester III CMSW 1345 Abnormal Behavior DAAC 1341 Cnsling Alcohol & Other Drug Abuse **DAAC 1309** Assessment Skills DAAC 2343 Current Issues DAAC 2354 Dynamics of Group Counseling DAAC 2367 Practicum (Capstone Course)

DAAC 1317 Basic Counseling Skills Speech Elective ENGL 1302 Composition and Rhetoric II Humanities/Fine Arts Elective*

ENGL 2311 Technical Report Writing

OR

Total Semester Hours—66/67

Students must consult with an academic advisor before enrolling in courses each semester. Courses must be taken in sequence and may have a prerequisite course. All entering students must see the department chair in order to attend orientation. Courses must be completed with a "C" or better for completion of degree.

* Electives: Speech and Humanities/fine arts as listed under Associate in Arts degree. MATH 1314, 1332, 1333 or 1342 or Lab Science: BIOL 1409, 2304, 2404, CHEM 1406, or GEOL 1401.

Internetworking Technology Curriculum

(See Computer Information Systems)

Interpreter Training (See Sign Language Interpreting)

Need More Information?

Visit our Web site @ www.tjc.edu or call 1-800-687-5680

Medical Assisting Technology Curriculum THEA Required

The Medical Assisting Technology program is offered in cooperation with Kilgore College. The following required courses can be taken at Tyler Junior College and transferred to Kilgore College. Successful completion of these courses does not guarantee a student's acceptance into the Kilgore program. However, students transferring from Tyler Junior College will be given the same consideration as a student from within the Kilgore College District.

BCIS 1405 Business Computer Applications ENGL 1301 Composition and Rhetoric I **ENGL 2311** Technical Writing

ENGL 1302 Composition and Rhetoric II **SPCH** Elective (SPCH 1318 preferred) MATH 1333 Contemporary Math II ITSW 1301 Introduction to Word Processing **BIOL 1409** Introduction to Biology II

Humanities/Fine Arts Elective (3 hours)

BIOL 2404 Introduction to Anatomy & Physiology PSYC 2301 Introductory Psychology (preferred) HITT 1305 Medical Terminology I HITT 1303 Medical Terminology II ACNT 1303 Introduction to Accounting I

The major courses must be completed at Kilgore College.

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed Registration Guide OR online at www.tjc.edu.

Medical Laboratory Technology Curriculum

[Associate in Applied Science Degree MLAB AAS (8028)]

Prerequisite for application: CHEM 1406 Fundamentals of Chem. or CHEM 1411 General Chem. (Note: BIOL 2401 Anatomy and Physiology I can be substituted—See "Note" below or see AHN academic advisor or department chair.)

First Year

Semester I

MLAB 1201 Introduction to Clinical Lab Science PLAB 1223 Phlebotomy

MLAB 1415 Hematology **BIOL 2420 Microbiology**

ENGL 1301 Composition and Rhetoric

Summer Session I

Computer Science Elective*

Humanities/Visual/Performing Arts Elective

Semester II

MLAB 2534 Clinical Microbiology

MLAB 1331 Parasitology/Mycology MLAB 1335 Immunology/Serology

BIOL 2401 Anatomy and Physiology

Summer Session II

MLAB 1311 Urinalysis and Body Fluids

Speech Elective

Second Year

Semester III

MLAB 2501 Clinical Chemistry MLAB 2431 Immunohematology

MLAB 1227 Coagulation

BIOL 2402 Anatomy and Physiology

Semester IV

MLAB 2466 Practicum I

MLAB 2238 Advanced Topics in Medical Laboratory Technician/Assistant

Summer Session I

MLAB 2267 Practicum II (Capstone Course) Social Science Elective**

Total Semester Hours-72

Note: CHEM 1406 or 1411 or BIOL 2401 must be completed with a "C" or better before application to the Medical Laboratory Technology Program. Students substituting BIOL 2401 as the prerequisite for application to the program will still be required to complete CHEM 1406 or CHEM 1411 as part of the AAS degree.

*Must have a lab component.

**Must be in psychology or sociology.

All courses with bold type titles may be taken prior to acceptance into program.

Special admissions and retention rules apply. Department specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion. Contact the department chair for details.

Medical Office Management Curriculum

[Certificate of Proficiency MOMG_CERT (5827B)] THEA Waived

Semester I

HITT 1305 Medical Terminology I

POFM 1309 Medical Office Procedures

POFM 1327 Medical Insurance

POFT 1301 Business English

POFT 1321 Business Math

ITSC 1309 Integrated Software Applications I OR

BCIS 1301 Microcomputer Applications

 $(F) = Fall \ only; (S) = Spring \ only.$

Semester II

HITT 1303 Medical Terminology II

POFM 1400 Medical Coding Basics

ACNT 1303 Introduction to Accounting I

ITSW 1301 Introduction to Word Processing

POFM 1374 HIPAA Compliance

POFT 1313 Professional Development for Office

Personnel (Capstone) (S)

POFM 1380 Cooperative Education-Medical Adm. Asst./Secretary (Capstone) (S)

Total Semester Hours-37

See "Office Technology" for Associate in Applied Science Degree, Medical Option 5824B.

Nursing, Associate Degree (ADN) Curriculum

[Associate in Applied Science Degree RNSG_AAS (8021)]

First Year

Prerequisites:

BIOL 2401 Anatomy and Physiology PSYC 2314 Human Growth and Development

Semester I

RNSG 1301 Pharmacology RNSG 1215 Health Assessment RNSG 1513 Foundations for Nursing Practice RNSG 1260 Clinical Nursing I

BIOL 2402 Anatomy and Physiology II*

Semester II

RNSG 1441 Common Concepts of
Adult Health (8 weeks)
RNSG 1162 Clinical Nursing II (8 weeks)
RNSG 1443 Complex Concepts of
Adult Health (8 weeks)
RNSG 1163 Clinical Nursing III (8 weeks)
RNSG 1146 Legal and Ethical Issues for Nurses
ENGL 1301 Composition and Rhetoric*

Summer Session I or II

ENGL 1302 Composition and Rhetoric Humanities Elective** PSYC 2301 Introduction to Psychology

Second Year

Semester III

RNSG 2308 Maternal/Newborn Nursing and
Women's Health (8 weeks)
RNSG 2160 Clinical Nursing IV (8 weeks)
RNSG 2201 Care of Children and
Families (8 weeks)
RNSG 2260 Clinical Nursing V (8 weeks)
RNSG 1293 Special Topics M/CH
BIOL 2420 Microbiology*

Semester IV

RNSG 2213 Mental Health Nursing (7 weeks)
RNSG 2161 Clinical Nursing VI (7 weeks)
RNSG 2231 Advanced Concepts of Adult
Health (7 weeks)
RNSG 2162 Clinical Nursing VII (6 weeks)
RNSG 2121 Management of Client Care
(16-week online course)
RNSG 2163 Clinical Nursing VIII (2 weeks)
(Capstone Course)
SOCI 1301 Introduction to Sociology*

Total Semester Hours—71

Non-nursing courses may be taken prior to placement in the ADN program. All science courses and PSYC 2314 must have been completed within seven years of the time required in the curriculum or must be repeated.

All students, especially those with English as a second language, are recommended to take Medical Terminology prior to enrolling in nursing courses.

*Must be taken concurrently with nursing courses scheduled if no previous credit with grade of "C" or better.

All other first-year courses must be completed with a "C" or better before progressing to the second year.

Non-nursing courses must be taken concurrently in the order listed in the degree plan.

Exceptions must be approved in writing by the department chair.

**SPAN 2316 recommended for humanities elective.

Special admission and retention rules apply. Contact the department chair for details.

Need More Information?

Visit our Web site @ www.tjc.edu or call 1-800-687-5680

I VN-ADN Transition Curriculum

[Associate in Applied Science Degree RNTR_AAS (8021B)] First Year

Prerequisites to Enrollment:

BIOL 2401 Anatomy and Physiology I BIOL 2402 Anatomy and Physiology II **ENGL 1301 Composition and Rhetoric ENGL 1302 Composition and Rhetoric** **PSYC 2301 Introduction to Psychology** PSYC 2314 Human Growth and Development **Humanities Elective***

Summer Session

RNSG 1327 Transition from Vocational to Professional Nursing RNSG 1160 Clinical Nursing

Second Year

Semester I

RNSG 2308 Maternal/Newborn Nursing and Women's Health (8 weeks) RNSG 2160 Clinical Nursing IV (8 weeks) RNSG 2201 Care of Child & Family (8 weeks) RNSG 2260 Clinical Nursing V (8 weeks) RNSG 1293 Special Topics M/CH BIOL 2420 Microbiology**

Semester II

RNSG 2213 Mental Health Nursing (7 weeks) RNSG 2161 Clinical Nursing VI (7 weeks) RNSG 2231 Advanced Concepts of Adult Health (7 weeks)

RNSG 2162 Clinical Nursing VII (6 weeks) RNSG 2121 Management of Client Care (16-week online course)

RNSG 2163 Clinical Nursing VIII (2 weeks) (Capstone Course)

SOCI 1301 Introduction to Sociology**

Total Semester Hours—53

All first-year courses must be completed with a "C" or better before progressing to the second year. Non-nursing courses must be taken concurrently in the order listed in the degree plan.

Exceptions must be approved in writing by the department chair.

All science courses and PSYC 2314 must have been completed within seven years of the time required in the curriculum or must be repeated.

*SPAN 2316 recommended for humanities elective.

Nursing, Vocational (VNE) Curriculum

[Certificate of Proficiency VNSG CERT (7821)]

Prerequisite: BIOL 2404 Introduction to Human Anatomy and Physiology*

Semester I

VNSG 1260 Clinical I VNSG 1204 Foundations of Nursing VNSG 1423 Basic Nursing Skills VNSG 1400 Nursing in Health and Illness I VNSG 1116 Nutrition

VNSG 1227 Essentials of Medication Administation VNSG 1306 Maternal/Newborn Nursing VNSG 1115 Disease Control and Prevention

VNSG 1126 Gerontology

Semester II

VNSG 1163 Pediatric Clinical VNSG 1307 Pediatric Nursing VNSG 1238 Mental Illness

VNSG 1409 Nursing in Health and Illness II

VNSG 1262 Clinical II

VNSG 1231 Pharmacology VNSG 2161 Maternal/NB Clinical

Summer Session

VNSG 1219 Professional Development VNSG 1410 Nursing in Health and Illness III

VNSG 2361 Clinical III (Capstone Course) Total Semester Hours—48

*Prerequisite for all VNSG courses.

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion of certificate. Contact the department chair for details.

^{**} Must be taken concurrently with nursing courses if no previous credit with grade of "C" or better.

Office Technology Curriculum

[Associate in Applied Science Degree, Medical Option OFFT_AAS (5824B)]

First Year

Second Year

Semester I

HITT 1305 Medical Terminology I POFM 1309 Medical Office Procedures POFM 1327 Medical Insurance POFT 1301 Business English POFT 1321 Business Math

ITSC 1309 Integrated Software Applications I OR **BCIS 1301** Microcomputer Applications

Semester II

HITT 1303 Medical Terminology II POFM 1400 Medical Coding Basics ACNT 1303 Introduction to Accounting I ITSW 1301 Introduction to Word Processing POFM 1374 HIPAA Compliance

Semester III

POFM 2310 Intermediate Medical Coding (F) BIOL 2404 Introduction to Anatomy & Physiology HRPO 2307 Organizational Behavior PSYC 2302 Applied Psychology

ENGL 1301 Composition and Rhetoric SPCH 1321 Business and Professional Speaking POFM 1380 Cooperative Education-Medical

Semester IV

ITSW 1304 Introduction to Spreadsheets POFT 2312 Business Correspondence and Communication

Adm. Asst./Secretary (Capstone) (S)

Humanities/Fine Arts Elective

 $(F) = Fall \ only; \ (S) = Spring \ only.$

Bold courses represent general education requirements.

Total Semester Hours-65

(Advanced Office Management Certificate OFFT-AO_CERT) THEA Waived

Semester I

BUSG 1304 Personal Finance ACNT 1329 Payroll and Tax Accounting **BMGT 1309** Information and Project Management HRPO 2301 Human Resources Management BMGT 2309 Leadership

Total Semester Hours—15

[Designated Office Technology Cert OFTC_CERT (5824C)] THEA Waived

Semester I

ACNT 1303 Introduction to Accounting I ITSW 1301 Introduction to Word Processing POFT 1301 Business English **BMGT 1341** Business Ethics ITSW 1304 Introduction to Spreadsheets

Semester II

ACNT 1304 Introduction to Accounting II POFI 2340 Advanced Word Processing POFT 2312 Business Correspondence and Communication HRPO 2307 Organizational Behavior POFT 1313 Professional Development for

Office Personnel (Capstone)

Total Semester Hours—30

(Office Technology MOS Certification OFFT-MS_CERT) THEA Waived Semester I

ITSW 1301 Introduction to Word Processing (Word Specialist)

POFI 2340 Advanced Word Processing (Word Expert)

ITSW 1304 Introduction to Spreadsheets (Excel Specialist and Excel Expert)

ITSC 1309 Integrated Software Applications I (PowerPoint)

ITSC 2321 Integrated Software Applications II (Outlook)

Total Semester Hours—15

Once students have passed the certification exams in each area, (Word Expert, Excel Expert, PowerPoint, and Outlook), they are Microsoft Office Specialist Master Certified. Students will test in the Tyler Junior College Testing Center.

Paralegal Curriculum (Legal Assistant)

[Associate in Applied Science Degree LGLA_AAS (5828)]

First Year

Semester I

ITSC 1309 Integrated Software Applications I OR

BCIS 1405 Business Computer Applications ENGL 1301 Composition and Rhetoric

GOVT 2305 American Government

LGLA 1119 Legal Ethics and Prof. Responsibility (F)

LGLA 1311 Introduction to Law (F)

ITSW 1301 Introduction to Word Processing

Semester II

ENGL 1302 Composition and Rhetoric GOVT 2306 American Government

LGLA 1403 Legal Research (S)

LGLA 2305 Interviewing and Investigating (S)

POFI 2340 Advanced Word Processing

Second Year

Semester III

ACNT 1303 Introduction to Accounting I OR

ACCT 2401 Principles of Accounting LGLA 1305 Legal Writing (F)

LGLA 1349 Constitutional Law (F)

LGLA 1345 Civil Litigation (F)

College Level Mathematics SPCH 1321 Business and Professional Speaking

LGLA 2307 Law Office Management (S)
LGLA 2380 Cooperative-Paralegal/

LGLA 2380 Cooperative-Paralegal/ Legal Assistant (S)

Semester IV

LGLA 2311 Business Organizations (Capstone) (S)

OR

Approved LGLA Elective*
PSYC 2302 Applied Psychology

Humanities/Fine Arts Elective

Total Semester Hours—65/67

 $(F) = Fall \ only; \ (S) = Spring \ only.$

*Approved Electives: LGLA 1343, 1353, 1355, 2309, 2313, 2315, and 2431.

Bold courses represent general education requirements.

PC Service and Support

(See Computer Information Systems)

Physical Therapist Assistant Curriculum THEA Required

The Physical Therapist Assistant program is offered in cooperation with Kilgore College.

The following required courses can be taken at Tyler Junior College and transferred to Kilgore College. Successful completion of these courses does not guarantee a student's acceptance into the Kilgore program. However, students transferring from Tyler Junior College will be given the same consideration as a student from within the Kilgore College District.

ENGL 1301Composition and Rhetoric BIOL 2401Anatomy and Physiology I BIOL 2402 Anatomy and Physiology II PSYC 2314 Human Growth and Development Humanities/Fine Arts Elective SPCH 1315, SPCH 1318, or SPCH 1321 MATH 1314 College Algebra OR MATH 1333 Math Topics II HITT 1305 Medical Terminology I HITT 1303 Medical Terminology II

The major courses must be completed at Kilgore College.

Professional Tennis Management Curriculum

[Associate in Applied Science Degree PTMG AAS (9621)]

First Year

Semester I

ENGL 1301 Composition and Rhetoric SPCH 1311 Speech

College-Level Mathematics RECL 1300 Scientific Approach to Tennis Teaching

RECL 1301 Philosophy of Coaching

RECL 1376 Tennis Teaching Clinic I

Semester II

BCIS 1301 Microcomputer Applications

ENGL 1302 Composition and Rhetoric RECL 1302 Individual Tennis Instruction

RECL 1303 Program Planning

RECL 1304 Fitness and Psychomotor

Learning in Tennis RECL 1377 Tennis Teaching Clinic II

Summer Session

RECL 1105 Summer Tennis Experience

RECL 1271 Supervised Summer Work Experience

Second Year

Semester III

BUSG 2309 Small Business Management ACNT 1303 Introduction to Accounting I* FITT 1305 Sport Facility Management **RECL 2307** Tennis Instruction Methodologies RECL 2375 Tennis Teaching Clinic III Social/Behavioral Science Elective

Semester IV

Humanities/Fine Arts Elective ACNT 1304 Introduction to Accounting II* **RECL 2306** Sports Psychology

RECL 2338 United States Professional Tennis Association Exam Review

RECL 2376 Tennis Teaching Clinic IV

Bold courses represent general education requirements.

Total Semester Hours—70/71

[Certificate of Proficiency PTMG_CERT (9621A)] THEA Waived

First Year

Semester I

RECL 1300 Scientific Approach to Tennis Teaching RECL 1302 Individual Tennis Instruction RECL 1301 Philosophy of Coaching **RECL 1376** Tennis Teaching Clinic I

Semester II

RECL 1303 Program Planning

RECL 1304 Fitness and Psycho-Motor Learning in Tennis

RECL 1377 Tennis Teaching Clinic II

Summer Session

RECL 1105 Summer Tennis Experience

RECL 1271 Supervised Summer Work Experience (Lab)

Second Year

Semester III

FITT 2305 Sport Facility Management **RECL 2307** Tennis Instruction Methodologies RECL 2375 Tennis Teaching Clinic III

Semester IV

RECL 2306 Sport Psychology **RECL 2338** United States Professional Tennis Association Exam Review

RECL 2376 Tennis Teaching Clinic IV

Total Semester Hours-40/41

^{*}ACCT 2401 and 2402 may be substituted for ACNT 1303 and 1304. See program advisor.

Radiologic Technology Curriculum

[Associate in Applied Science Degree RADR_AAS (8033)]

First Year

Semester I (16 weeks)

RADR 2309 Radiographic Imaging Equipment

RADR 1303 Patient Care

RADR 1311 Basic Radiographic Procedures

RADR 1201 Introduction to Radiography

RADR 1266 Practicum I

Semester II (16 weeks)

RADR 2313 Radiation Biology and Protection

RADR 1213 Principles of Radiographic Imaging I RADR 2301 Intermediate Radiographic Procedures

RADR 1267 Practicum II

BIOL 2401 Anatomy and Physiology I

Speech Elective****

Summer Session (11 weeks)

RADR 2266 Practicum III

RADR 2336 Special Patient Applications

RADR 2233 Advanced Medical Imaging

Second Year

Semester III (16 weeks)

RADR 2366 Practicum IV

RADR 2305 Principles of Radiographic Imaging II RADR 2367 Practicum V

ENGL 1301 Composition and Rhetoric

RADR 2217 Radiographic Pathology

BIOL 2402 Anatomy and Physiology II

Semester IV (16 weeks) Social/Behavioral Science Elective***

RADR 2431 Advanced Radiographic Procedures

Computer Science Elective** **Humanities/Fine Arts Elective***

Summer Session (11 weeks)

RADR 2267 Practicum VI

RADR 2235 Radiologic Technology Seminar (Capstone Course)

Total Semester Hours-72

All courses with bold type titles may be taken prior to acceptance into program.

* Humanities/Fine Arts Elective: Any three hour course in humanities or fine arts.

** Any laboratory based computer class.

*** Social/Behavioral Science elective: any 3 hour course in economics, geography, government, psychology, history, sociology, or social work.

**** Speech elective: Any 3 hour course in speech.

Special admissions and retention rules apply. Department-specific courses must be taken in sequence and may have a prerequisite course. Courses must be completed with a "C" or better for completion. Contact the department chair for details.

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tic.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed Registration Guide OR online at www.tjc.edu.

Respiratory Care Program Curriculum

[Associate in Applied Science Degree RSPT_AAS (8025C)]

Pre-Respiratory Care General Education Courses*

ENGL 1301 Composition and Rhetoric BCIS 1301 Microcomputer Applications

BIOL 2401 Anatomy and Physiology I

CHEM 1406 Fundamentals of Chemistry

1400 Fundamentals of Officinistry

Semester I (Fall)
Social/Behavioral Science Elective

RSPT 1227 Applied Physics for Respiratory Care RSPT 1307 Cardiopulmonary/ Anatomy

and Physiology

RSPT 1329 Respiratory Care Fundamentals I

RSPT 1101 Introduction to Respiratory Care RSPT 1266 Practicum I

Semester III (Summer) (10 weeks)

RSPT 2266 Practicum III

RSPT 2176 Neonatal Resuscitation Program
RSPT 2353 Neonatal/Pediatric Cardiopulmonary

Care

Humanities/Fine/Visual Arts Elective**
(3 credit hours)

BIOL 2402 Anatomy and Physiology II

BIOL 2420 Microbiology

Semester II (Spring)

RSPT 2317 Respiratory Care Pharmacology

RSPT 1331 Respiratory Care Fundamentals II

RSPT 2414 Mechanical Ventilation

RSPT 2310 Cardiopulmonary Disease

RSPT 1267 Practicum II

Semester IV (Fall)

RSPT 2425 Cardiopulmonary Diagnostics

RSPT 2239 Advanced Cardiac Life Support

RSPT 2131 Clinical Simulations in Respiratory Care

RSPT 2267 Practicum IV (Capstone Course)

Speech Elective

Total Semester Hours—72

All courses with bold type titles may be taken prior to acceptance into program.

Special admission and retention rules apply. Contact the department chair for details.

Sign Language Interpreting Curriculum

[Associate in Applied Science Degree Interpreter Training Program SLNG_AAS (8047)]

First Year

Semester I

SGNL 1401 Beginning American Sign Lang. I**

SLNG 1347 Deaf Culture

SPCH 1321 or SPCH 1311

SLNG 1321 Introduction to Interp. Profession†

BCIS 1301 Microcomputer Applications

Semester II

SGNL 1402 Beginning American Sign Lang. II**

SLNG 2301 Interpreting I

SLNG 2311 Specialized Interp./Transliterating

Speech/English/Drama Elective

ENGL 1301 Comp and Rhetoric

Second Year

Semester III

SGNL 2301 Intermediate ASL I**

SLNG 1211 Fingerspelling

College Level Math OR Laboratory Science*

SLNG 2302 Interpreting II

Social/Behavioral Science Elective (3 hours)

SLNG 2303 Transliterating

Semester IV

SGNL 2302 Intermediate ASL II**

SLNG 2331 Interpreting III

SLNG 2266 Practicum

SLNG 1350 Sign-to-Voice

Free Elective (3 credit hours)

Total Semester Hours-63

For an Interpreter Training degree, students must have a minimum grade of "C" in each SLNG/SGNL class. In addition, students must complete the General Graduation Requirements as stated in this *Catalog.*What We Offer 103

^{*}NOTE: BIOL 2401 and CHEM 1406 must be completed with a "C" or better before application to the Respiratory Care Program. See department chair for possible exceptions.

^{**} SPAN 2316 recommended for Humanities elective.

^{*}Student may take a lab science if THEA passed or passed MATH 0303.

^{**}SGNL 1401, 1402, 2301, and 2302 count as TJC modern (foreign) language credit and may transfer as such.

[†]Completion of SGNL 1401 (Beginning ASL I) is recommended before entering SLNG 1321.

NOTE: Students enrolling in this program who plan to transfer to upper-level institutions should consult an advisor or counselor regarding transfer requirements and the transferability of these courses.

Sign Language Interpreting Curriculum

[Certificate of Proficiency SLNG CERT (8047A)] THEA Waived

First Year

Semester II Semester I

SGNL 1401 Beginning American Sign Language I SGNL 1402 Beginning American Sign Language II

SLNG 1347 Deaf Culture SLNG 2301 Intrerpreting I

SLNG 1321 Introduction to Interp. Profession† SLNG 2311 Specialized Interpret./Transliterating

Second Year

Semester IV Semester III

SGNL 2301 Intermediate ASL I SGNL 2302 Intermediate ASL II SLNG 2331 Interpreting III SLNG 1211 Fingerspelling SLNG 2266 Practicum SLNG 2302 Interpreting II

SLNG 2303 Transliterating SLNG 1350 Sign-to-Voice

Total Semester Hours-42

†Completion of SGNL 1401 (Beginning ASL I) is recommended before entering SLNG 1321.

For an Interpreter Training certificate, students must have a minimum grade of "C" in each SLNG/SGNL class.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

Surgical Technology Curriculum

[Associate in Applied Science Option SRGT_AAS (8031)]

First Year

Summer Session I

BIOL 2401 Anatomy and Physiology I ENGL 1301 Composition and Rhetoric

Semester I

BIOL 2402 Anatomy and Physiology II PSYC 2314 Human Growth and Development BIOL 2420 Microbiology

HITT 1305 Medical Terminology I

SOCI 1301 Introduction to Sociology

Computer Elective with lab

Semester II

HITT 1303 Medical Terminology II

PSYC 2301 Introductory Psychology

Speech Elective

Second Year

Semester III Semester IV

SRGT 1405 Introduction to Surgical Technology SRGT 1442 Surgical Procedures II SRGT 1409 Fundamentals Periop Con Technique SRGT 2466 Practicum II (Capstone Course)

SRGT 1441 Surgical Procedures I **Humanities Elective****

SRGT 1266 Practicum I

Total Semester Hours-62 **SPAN 2316 recommended for Humanities elective

[Certificate of Proficiency Option SRGT_CERT (8031A)] THEA Required

Prerequisites:***

HITT 1305 Medical Terminology I

HITT 1303 Medical Terminology II

BIOL 2404 Introduction to Human A&P

Semester II

Semester I

SRGT 1405 Introduction to Surgical Technology SRGT 1442 Surgical Procedures II

SRGT 1409 Fundamentals Periop Con Technique SRGT 2466 Practicum II (Capstone Course)

SRGT 1441 Surgical Procedures I

BIOL 2420 Microbiology

SRGT 1266 Practicum I

Total Semester Hours—36

NOTE: Recommend SPAN 2316 Spanish for Health Professions as an additional course. *All prerequisites must be completed before SRGT classes.

Special admission and retention rules apply. Contact the department chair for details. 104 What We Offer

Surveying and Mapping **Technology Curriculum**

[Associate in Applied Science Degree SRVY_AAS (8435B)]

First Year

Fall Semester

SRVY 1301 Introduction to Surveying* SRVY 1309 Surveying Measurement Practice* SRVY 1315 Surveying Calculations I* BIOL 1424 Introduction to Plant Identification

ENGL 1301 Composition and Rhetoric

Spring Semester

SRVY 1341 Land Surveying SRVY 1335 Land Surveying Applications SRVY 2309 Computer-Aided Mapping **ENGL 1302 Composition and Rhetoric** MATH 1314 College Algebra HIST 1301 History of the US

Second Year

Fall Semester

SRVY 2305 Geographic Information Systems Applications SRVY 2331 Geodetic Surveying and Mapping SRVY 2335 Geodetic Surveying and Mapping Application SRVY 2343 Surveying—Legal Principles I

MATH 2412 Precalculus PHYS 1405 Elementary Physics

Spring Semester

SRVY 2339 Engineering Design Surveying SRVY 2341 Engineering Design Surveying Lab SRVY 2344 Surveying—Legal Principles II SRVY 2286 Internship—Surveying **GOVT 2305 American Government ENGL 2322 British Literature OR ENGL 2332 World Literature**

Total Semester Hours—71

Bold courses represent general education requirements.

[Designated Surveying Certificate SRVY_CERT (8435C)] THEA Waived

Fall Semester

SRVY 1301 Introduction to Surveying* SRVY 1309 Surveying Measurement Practice* SRVY 1315 Surveying Calculations*

SRVY 2331 Geodetic Surveying and Mapping SRVY 2335 Geodetic Surveying and Mapping Application

SRVY 2343 Surveying—Legal Principles I

Spring Semester

SRVY 1341 Land Surveying SRVY 1335 Land Surveying Applications SRVY 2309 Computer-Aided Mapping SRVY 2339 Engineering Design Surveying

SRVY 2341 Engineering Design Surveying Lab

SRVY 2344 Surveying—Legal Principles II

Total Semester Hours—36

TJC Trivia

The formal opening of TJC was held in Tyler High School on September 17, 1926. Classes were held in the shared high school facilities until moving to the present campus in 1948.

^{*}Students entering the surveying and mapping program with prior surveying experience or certain awarded degrees should take the following courses in place of the normal first semester courses: SRVY 1342, 1349 and DFTG 2430.

Vision Care Technology Curriculum

[Associate of Applied Science Option VNCT_AAS (8037C)]

First Year

Semester I

OPTS 1311 The Visual System
OPTS 2341 Ophthalmic Techniques
OPTS 1501 Ophthalmic Dispensing
OPTS 1309 Ophthalmic Laboratory I
OPTS 1315 Basic Contact Lenses

OPTS 1315 Basic Contact Len
OPTS 1305 Geometric Optics

Semester II

OPTS 2345 Advanced Ophthalmic Techniques
OPTS 2531 Advanced Ophthalmic Dispensing
OPTS 1349 Ophthalmic Laboratory II
OPTS 2335 Advanced Contact Lenses
OPTS 2166 Ophthalmic Practicum I

OPTS 1219 Vision Care Office Procedures

Summer Session (8 weeks)

OPTS 2266 Ophthalmic Practicum II (Capstone Course)

Second Year

Semester III

ACNT 1303 Introduction to Accounting I ENGL 1301 Composition and Rhetoric HITT 1305 Medical Terminology I POFM 1309 Medical Office Procedures Social/Behavioral Science Elective (3 hours)

Semester IV

POFM 1327 Medical Insurance POFT 1313 Professional Development for Office Personnel

BCIS 1301 Microcomputer Applications College Level Math Elective (3 hours) Humanities Elective* (3 hours)

All courses with bold type titles may be taken prior to acceptance into program.

*SPAN 2316 recommended for Humanities elective.

Total Semester Hour-70

[Certificate of Proficiency Option VNCT_CERT (8037B)]* THEA Waived

Semester I

OPTS 1311 The Visual System
OPTS 2341 Ophthalmic Techniques
OPTS 1501 Ophthalmic Dispensing
OPTS 1309 Ophthalmic Laboratory I
OPTS 1315 Basic Contact Lenses
OPTS 1305 Geometric Optics

Semester II

OPTS 2345 Advanced Ophthalmic Techniques
OPTS 2531 Advanced Ophthalmic Dispensing
OPTS 1349 Ophthalmic Laboratory II
OPTS 2335 Advanced Contact Lenses
OPTS 2166 Ophthalmic Practicum I
OPTS 1219 Vision Care Office Procedures

Summer Session (8 weeks)

OPTS 2266 Ophthalmic Practicum II (Capstone Course)

Total Semester Hours-39

Special admission and retention rules apply. Contact the department chair for details.

Numbering of Courses

The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore) Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Welding Technology Curriculum

[Associate in Applied Science Option WLDG_AAS (6245)]

First Year

Semester I

WLDG 1423 Welding Safety, Tools, and Equipment WLDG 1425 Introduction to Oxy-Fuel

Welding and Cutting
WLDG 1428 Introduction to Shielded Metal
Arc Welding (SMAW)

ENGL 1301 Composition and Rhetoric Humanities/Fine Arts Elective

Semester II

WLDG 1417 Introduction to Layout and Fabrication WLDG 1430 Introduction to Gas Metal Arc (MIG) Welding

WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW)

College Level Mathematics
ENGL 2311 Technical Report Writing

Second Year

Semester III

WLDG 1412 Introduction to Flux Cored
Welding (FCAW)
WLDG 1434 Introduction to Gas
Tungsten Arc (TIG) Welding
WLDG 1435 Introduction to Pipe Welding

SPCH 1321 Business and

Professional Speaking Social/Behavioral Science Elective

Bold courses represent general education requirements.

Semester IV

WLDG 2447 Advanced Gas Metal Arc
(MIG) Welding
WLDG 2451 Advanced Gas Tungsten Arc
(TIG) Welding
WLDG 2453 Advanced Pipe Welding (Capstone)
ITSC 1309 Integrated Software Applications I

Total Semester Hours-69

[Certificate of Proficiency, SMAW Structural Certificate Option WLDG_SM_CERT (6245B)] THEA Waived

Semester I

WLDG 1423 Welding Safety, Tools, tion

and Equipment
WLDG 1425 Introduction to Oxy-Fuel Welding
and Cutting

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW)

Semester II

WLDG 1417 Introduction to Layout and Fabrica-

WLDG 1435 Introduction to Pipe Welding WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW)

WLDG 2453 Advanced Pipe Welding (Capstone)

Total Semester Hours-28

Need More Information?

Visit our Web site @ www.tjc.edu or call 1-800-687-5680

[Certificate of Proficiency, GMAW/FCAW Certificate Option WLDG_GM_CERT (6245C)] THEA Waived

Semester I

WLDG 1412 Introduction to Flux Cored Welding (FCAW)

WLDG 1423 Welding Safety, Tools, and Equipment

WLDG 1425 Introduction to Oxy-Fuel Welding and Cutting

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW)

Semester II

WLDG 1417 Introduction to Layout and Fabrication WLDG 1430 Introduction to Gas Metal Arc

(MIG) Welding

WLDG 2443 Advanced Shielded Metal Arc Welding (SMAW)

WLDG 2447 Advanced Gas Metal Arc (MIG)
Welding (Capstone)

Total Semester Hours—32

[Certificate of Proficiency, GTAW Certificate Option WLDG_GT_CERT (6245F)] THEA Waived

Semester I

WLDG 1423 Welding Safety, Tools, and Equipment

WLDG 1425 Introduction to Oxy-Fuel
Welding and Cutting

WLDG 1428 Introduction to Shielded Metal Arc Welding (SMAW)

WLDG 1434 Introduction to Gas Tungsten
Arc (TIG) Welding

Semester II

WLDG 1417 Introduction to Layout and Fabrication WLDG 2443 Advanced Shielded Metal

Arc Welding (SMAW)

WLDG 2451 Advanced Gas Tungsten Arc
(TIG) Welding (Capstone)

Total Semester Hours-28

Course Descriptions

Agriculture AGRI

A student majoring in agriculture must see a Tyler Junior College academic advisor for help in completing a degree plan.

AGRI 1131 The Agricultural Industry (1-0) (1 credit) (CB0101035201)

Overview of world agriculture, nature of the industry, resource conservation, and the American agricultural system, including production, distribution, and marketing.

AGRI 1309 Computers in Agriculture (2-2) (3 credits) (CB0101015101)

Use of computers in agricultural applications. Introduction to programming languages, word processing, electronic spreadsheets, and agricultural software.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

AGRI 1325 Marketing of Agricultural Products (3-0) (3 credits) (CB0101025101) Operations in the movement of agricultural commodities from producer to consumer, including the essential marketing functions of buying, selling, transporting, storing, financing, standardizing, pricing and risk bearing.

AGRI 1327 Poultry Science (2-3) (3 credits) (CB0202095101)

Introduction to the poultry industry. Practices and principles in the production and marketing of turkey, layers, broilers and specialized fowl. Management, automated equipment, product technology, incubation, and production economics.

AGRI 1407 Fundamentals of Crop Production (3-2) (4 credits) (CB0204025101)

Structure and function of crop plants, classification, distribution, cultural practices, fertilization, harvesting, marketing and survey of major world crops while stressing importance of crop production in world affairs.

AGRI 1413 General Entomology (3-2) (4 credits) (CB0204085101)

Principal orders of insects, their anatomy and physiology, life cycle and economic importance as well as insecticides and alternative control methods for agricultural pests.

AGRI 1415 Horticulture (3-3) (4 credits) (CB0106015101)

Structure and growth of horticultural plants, selection, propagation, fertilization, care, harvesting of fruits, nuts and vegetables together with the care and use of ornamentals in home landscape.

AGRI 1419 Introductory Animal Science (3-3) (4 credits) (CB0202015101)

Livestock and livestock industry, reproduction, nutrition, management and marketing of beef cattle, horses, swine and sheep, with labs that include breeds, market classes and judging.

AGRI 2301 Agricultural Power Units (2-3) (3 credits) (CB0102045101)

Fundamentals of internal combustion engines; gasoline, diesel, and liquefied petroleum.

AGRI 2303 Agricultural Construction I (2-3) (3 credits) (CB0102015101)

Selection, use, and maintenance of hand and power tools; arc and oxy-acetylene welding; and construction material and principles.

AGRI 2304 Agricultural Construction II (2-3) (3 credits) (CB0102015101)

A continuation of AGRI 2303.

AGRI 2317 Introduction to Agricultural Economics (3-0) (3 credits) (CB0101035101)

Characteristics of economic systems and basic economic concepts including organization and management of agriculture businesses, finance, marketing and government farm programs.

AGRI 2321 Livestock Evaluation (2-4) (3 credits) (CB0202015201)

Origin, history and breed characteristics of livestock, breed organizations, performance testing and selection, live animal evaluation and the development of livestock judging techniques.

AGRI 2322 Livestock Evaluation II (2-4) (3 credits) (CB0202015201)

A continuation of AGRI 2321.

AGRI 2330 Wildlife Management (3-0) (3 credits) (CB0306015101)

Wildlife resources of the United States with special reference to Texas while emphasizing the interrelationship of plants and animals in our environment with plans and methods of rehabilitation and increase of the desirable species.

Air Conditioning and Refrigeration AIRC

Students successfully completing this program receive the associate in applied science degree.

The curriculum is designed to prepare the student to assist in planning, installing, operating and maintaining air conditioning and refrigeration equipment. The required technical information is presented and related skills are developed which will enable the graduate to function efficiently when working with engineers, system designers, skilled craftsmen, salespersons and others in the field.

HART 1300 HVAC Duct Fabrication (2-4) (3 credits)

Layout and fabrication of HVAC duct systems using common tools and equipment of the trade.

HART 1310 HVAC Shop Practices and Tools (2-2) (3 credits)

Tools and instruments used in the HVAC industry. Includes proper application, use and care of these tools, and tubing and piping practices.

HART 1401 Basic Electricity for HVAC (3-3) (4 credits)

Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation.

HART 1403 Air Conditioning Control Principles (3-3) (4 credits)

A basic study of HVAC and refrigeration controls; troubleshooting of control components; emphasis on use of wiring diagrams to analyze high and low voltage circuits; a review of Ohm's law as applied to air conditioning controls and circuits.

Prerequisite: HART 1401 or approval of the instructor.

HART 1407 Refrigeration Principles (3-3) (4 credits)

An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components and safety.

See page 28 for Course Numbering System.

HART 1441 Residential Air Conditioning (3-3) (4 credits)

A study of components, applications, and installation of mechanical air conditioning systems including operating conditions, troubleshooting, repair, and charging of air conditioning systems.

HART 1445 Gas and Electric Heating (3-3) (4 credits)

Study of the procedures and principles used in servicing heating systems including gas fired furnaces and electric heating systems.

Prerequisite: HART 1371 and 1401 or approval of the instructor.

HART 2436 Air Conditioning Troubleshooting (Capstone) (3-3) (4 credits)

This course is the capstone for the Air Conditioning and Refrigeration AAS degree and must be completed in the last semester of the AAS degree. An advanced course in application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests.

Prerequisite: HART 1371, 1372, 1403, 1407, and 1441 or approval of the instructor.

HART 2438 Air Conditioning Installation & Startup (3-3) (4 credits)

This course is the capstone for the Air Conditioning Certificate of Proficiency and must be completed in the last semester of the Air Conditioning Certificate of Proficiency. A study of air conditioning system installation, refrigerant piping, condensate disposal, and air cleaning equipment with emphasis on startup and performance testing.

Prerequisite: HART 1371, 1372, 1407 and 1401 or approval of the instructor.

HART 2442 Commercial Refrigeration (3-3) (4 credits)

Theory and practical application in the maintenance of commercial refrigeration; high, medium, and low temperature applications and ice machines.

Prerequisites: HART 1407 and 1401 or approval of the instructor.

HART 2445 Residential Air Conditioning Systems Design (3-3) (4 credits)

A study of the properties of air and results of cooling, heating, humidifying or dehumidifying; heat gain and heat loss calculations including equipment selection and balancing the air system.

HART 2449 Heat Pumps (3-3) (4 credits)

A study of heat pumps, heat pump control circuits, defrost controls, auxiliary heat, air flow, and other topics related to heat pump systems.

Prerequisite: HART 1371, 1445, and 1401 or approval of the instructor.

HART 2457 Specialized Commercial Refrigeration (3-3) (4 credits)

An advanced course covering the components, accessories, and service of specialized refrigeration units such as ice machines, soft-serve machines, cryogenics, and cascade systems.

Prerequisites: HART 1371, 1407, and 1401 or approval of the instructor.

Can't Find It?

Check the appendix pages in the back of this Catalog.

Art

A student majoring in art should see a Tyler Junior College faculty advisor for help in completing a course plan. Students planning to transfer art credit toward a bachelor's degree are required to prepare and retain a portfolio of their work to facilitate their transfer.

ARTS 1301 Art Appreciation (3-0) (3 credits) (CB5007035126)

A humanities course that is a general introduction to the visual arts, media technique and art history designed to create a deeper appreciation of the visual creative process.

ARTS 1303 Art History I (3-0) (3 credits) (CB5007035226)

A survey of painting, sculpture, architecture and crafts from prehistoric times to the end of the middle ages.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

ARTS 1304 Art History II (3-0) (3 credits) (CB5007035226)

A survey of painting, sculpture, architecture and crafts from the Early Renaissance through the present time.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

ARTS 1311 Design I (3-3) (3 credits) (CB5004015326)

Introduction to the art elements and principles of design with emphasis upon twodimensional designs using a wide range of media and techniques.

ARTS 1312 Design II (3-3) (3 credits) (CB5004015326)

Introduction to the elements and principles of design with emphasis on threedimensional design using a wide range of media and techniques.

ARTS 1316 Drawing I (3-3) (3 credits) (CB5007055226)

Introduction to the basic techniques and materials of drawing with emphasis on line, value, proportion and perspective.

ARTS 1317 Drawing II (3-3) (3 credits) (CB5007055226)

A continuation of ARTS 1316 with emphasis on the human figure using various media and techniques.

ARTS 1413 Art for Pre-School and Elementary School

(3-3) (4 credits) (CB5007015126)

Preschool and elementary art explored through a wide variety of actual techniques and media with both two- and three-dimensional design projects including art appreciation, critique and curriculum formation.

ARTS 2143 Contemporary Issues in Art (1-1) (1 credit) (CB5007035330)

Study of art history and culture through the exploration of contemporary art works with an emphasis on aesthetic judgement and growth. Includes required field trips at student expense. May be repeated for credit when topics vary.

ARTS 2270 Museum Internship (1-6) (2 credits) (CB2401035230)

Training in the professional and technical practices of a museum under the direction of the museum director. Students and Tyler Junior College art faculty will work in the areas of exhibition installation and registration, collection research, museum methods and general office processes.

Visit the TJC Web site @ www.tjc.edu

ARTS 2289 Academic Cooperative (1-0-2) (2 credits) (CB 2401035212)

An instructional program designed to integrate on-campus study with practical handson work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions.

(NOTE: An individual student may only accumulate a total of 3 credit hours selected from ARTS 2289, COMM 2289, ENGL 2289, HIST 2289, PSYC 2289, SOCI 2289.)

ARTS 2316 Painting I (3-3) (3 credits) (CB5007085226)

An introduction to the problems of painting and composition in oil and/or acrylic media including color and value mixing charts, simple objects, still lifes and landscapes done in an objective and representational manner.

ARTS 2317 Painting II (3-3) (3 credits) (CB5007085226)

A continuation of ARTS 2316 with emphasis on more creative and experimental areas of painting styles with a wide range of subjects and techniques including abstraction and non-objective art.

ARTS 2326 Sculpture I (3-3) (3 credits) (CB5007095126)

Introduction to three dimensional sculpture techniques using a wide variety of media.

ARTS 2327 Sculpture II (3-3) (3 credits) (CB5007095126)

A continuation of Sculpture I. An exploration of sculptural forms, concepts and methods through various media. Emphasis on contemporary processes, individual expression and personal creative development.

Prerequisite: Sculpture I ARTS 2326 recommended.

ARTS 2333 Printmaking I (3-3) (3 credits) (CB5007105126) Introduction to traditional printmaking processes and techniques.

ARTS 2334 Printmaking II (3-3) (CB5007105126)

A continuation of ARTS 2333 with emphasis on personal artistic expression utilizing traditional and non-traditional printmaking processes.

ARTS 2336 Fiber Arts I (3-3) (3 credits) (CB5007125126)

Introductory weaving, exploratory studies in the use of textiles as a form of art, the use of simple hand looms and introduction to operation of the floor loom.

ARTS 2337 Fiber Art II (3-3) (3 credits) (CB5007125126)

A continuation of ARTS 2336.

ARTS 2346 Ceramics I (3-3) (3 credits) (CB5007115126)

Introduction to basic ceramic process, materials and techniques, plus hand building, glazing and firing procedure with an introduction to the use of the potter's wheel.

ARTS 2347 Ceramics II (3-3) (3 credits) (CB5007115126)

Problems in ceramics with personal and professional development in forming and decorating techniques as well as mastery of potter's wheel and glaze calculation.

ARTS 2366 Water Color Painting (3-3) (3 credits) (CB5007085326)

An introduction to the water color medium as a means of artistic expression in the interpretation of still lifes and landscapes done in a representational manner.

ARTS 2367 Water Color Painting II (3-3) (3 credits) (CB5007085326)

A continuation of ARTS 2366 with emphasis on personal artistic expression and advanced water media techniques.

Astronomy

A student majoring in astronomy should see a Tyler Junior College faculty advisor for help in completing a degree plan.

PHYS 1411 Introduction to Astronomy I (3-3) (4 credits) (CB4002015103)

An introduction to historical and observational astronomy focusing specifically on the members of our solar system and on basic observation skills and knowledge.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

PHYS 1412 Introduction to Astronomy II (3-3) (4 credits) (CB4002015103)

An introduction to modern astronomy and basic observational techniques focusing on principles of stellar processes, types and evolution, galactic structures and cosmology and methods and techniques of modern astronomical observation.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

Automotive Technology AUTO

Automotive program courses will enable the participant to seek employment as an entry-level technician.

The curriculum is designed to meet and/or exceed NATEF standards.

The program prepares the successful student to achieve ASE certification.

AUMT 1213 Theory of Automotive Suspension and Steering Systems (2-0) (2 credits)

A study of automotive suspension and steering systems including the theory of wheel and tire construction and alignment angles and procedures.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1316

AUMT 1241 Theory of Automotive Heating and Air Conditioning (2-0) (2 credits)

Theory of automotive air conditioning and heating systems. Emphasis on the basic refrigeration cycle and diagnosis of system malfunctions. Includes manual and electronic climate control systems. Theory, diagnosis and repair of automotive supplemental restraint systems also included in the course of study.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1345

AUMT 1253 Theory of Automotive Electrical Systems (2-0) (2 credits)

A course in automotive electrical systems including operational theory, testing and diagnosis of batteries, charging and starting systems, and electrical accessories. Use of electrical schematic diagrams and service.

Prerequisite: Student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1307

AUMT 1257 Theory of Automotive Brake Systems (2-0) (2 credits)

Theory and principles related to the design, operation, and servicing of automotive braking systems. Includes disc and drum-type brakes, hydraulic systems, power assist components, anti-lock brake systems, and diagnosis and reconditioning procedures.

Prerequisite: Student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1310

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AUMT 1307 Automotive Electrical Systems Lab (1-6) (3 credits)

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of batteries, charging and starting systems, and electrical accessories. Emphasis on electrical schematic diagrams and service manuals. May be taught manufacturer specific.

Prerequisite: Student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1253

AUMT 1310 Automotive Brake Systems Lab (1-6) (3 credits)

Operation and repair of drum/disc type brake systems. Emphasis on safe use of modern equipment. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. May be taught manufacturer specific.

Prerequisite: Student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1257

AUMT 1316 Automotive Suspension and Steering Systems Lab (1-6) (3 credits)

A study of automotive suspension and steering systems including tire and wheel problem diagnosis, component repair, and alignment procedures. May be taught manufacturer specific.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1213

AUMT 1319 Automotive Engine Repair Lab (1-6) (3 credits)

Fundamentals of engine operation, diagnosis and repair, including lubrication systems and cooling systems. Emphasis on overhaul of selected engines, identification and inspection, measurements, and disassembly, repair, and reassembly of the engine. May be taught manufacturer specific.

Prerequisite: AUMT 1253, 1307, 2215, 2317, 2231, 2334, and student must be eligible

to enroll in READ 0303 or higher.

Corequisite: AUMT 2205

AUMT 1345 Automotive Heating and Air Conditioning Lab (1-6) (3 credits)

Theory of automotive air conditioning and heating systems. Emphasis on the basic refrigeration cycle and diagnosis and repair of system malfunctions. Covers EPA guidelines for refrigerant handling and new refrigerant replacements. Theory, diagnosis and repair of automotive supplemental restraint systems also included in the course of study. May be taught manufacturer specific.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303

or higher.

Corequisite: AUMT 1241

AUMT 1380 Cooperative Education—Automobile/Automotive Mechanics Technology/Technician (3-1-20) (3 credits)

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

Prerequisite: AUMT 1257, 1310, 1253, 1307, 2215, 2317, 2231, 2334, and at least 9

hours of academic courses.

Visit the TJC Web site @ www.tjc.edu

AUMT 2205 Theory of Automotive Engine (2-0) (2 credits)

Fundamentals of engine operation and diagnosis including lubrication and cooling systems. Emphasis on identification of components, measurements, inspections, and repair methods.

Prerequisite: AUMT 1253, 1307, 2215, 2317, 2231, 2334, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 1319

AUMT 2209 Theory of Automotive Drive Train and Axles (2-0) (2 credits)

A study of automotive clutches, clutch operation devices, manual transmissions/ transaxles, and differentials. Emphasis on theory and diagnosis of transmission/ transaxle and drive line components.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 2313

AUMT 2215 Theory of Automotive Engine Performance Analysis I (2-0) (2 credits)

Operation and diagnosis of basic engine dynamics including the study of the ignition system, fuel delivery systems, and the use of engine performance diagnostic equipment.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 2317

AUMT 2223 Theory of Automotive Automatic Transmission and Transaxle (2-0) (2 credits)

Theory of operation, hydraulic principles, and related circuits of modern automatic transmissions and transaxles. Discussion of diagnosing and repair techniques.

Prerequisite: AUMT 1253, 1307, 2209, 2313, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 2325

AUMT 2231 Theory of Automotive Engine Performance Analysis II (2-0) (2 credits)

Diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment.

Prerequisite: AUMT 2215, 2317, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 2334

AUMT 2313 Automotive Drive Train and Axles Lab (1-6) (3 credits)

A study of automotive clutches, clutch operation devices, manual transmissions/transaxles, and differentials with emphasis on the diagnosis and repair of transmissions/transaxles and drive lines. May be taught manufacturer specific.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 2209

AUMT 2317 Automotive Engine Performance Analysis I Lab (1-6) (3 credits)

Theory, operation, diagnosis, and repair of basic engine dynamics, ignition systems, and fuel delivery systems. Use of basic engine performance diagnostic equipment. May be taught with manufacturer specific instructions.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Corequisite: AUMT 2215

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AUMT 2325 Automotive Automatic Transmission and Transaxle Lab (1-6) (3 credits)

A study of the operation, hydraulic principles, and related circuits of modern automatic transmissions and automatic transaxles. Diagnosis, disassembly, and assembly procedures with emphasis on the use of special tools and proper repair techniques. May be taught manufacturer specific.

Prerequisite: AUMT 1253, 1307, 2209, 2313, and student must be eligible to enroll in

READ 0303 or higher.

Corequisite: AUMT 2223

AUMT 2334 Automotive Engine Performance Analysis II Lab (1-6) (3 credits)

A study of diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems; and proper use of advanced engine performance diagnostic equipment. May be taught manufacturer specific.

Prerequisite: AUMT 2215, 2317, and student must be eligible to enroll in READ 0303

or higher.

Corequisite: AUMT 2231

AUMT 2421 Automotive Electrical Lighting and Accessories (2-6) (4 credits)

Repair of automotive electrical subsystems, lighting, instrumentation, and accessories. Emphasis on accurate diagnosis and proper repair methods using various trouble-shooting skills and techniques. May be taught manufacturer specific.

Prerequisite: AUMT 1253, 1307, and student must be eligible to enroll in READ 0303 or higher.

Numbering of Courses

The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore)

Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Bible

Bible courses for college credit at Tyler Junior College are taught in the Baptist Bible chair, Wesley Foundation Methodist Bible chair, the Church of Christ Bible chair and the Association of Baptist Students Bible chair.

The granting of college credit for such courses is on the following basis:

- 1. All such courses must be based upon comprehensive syllabi approved by Tyler Junior College.
- 2. Such courses may not be taught from a sectarian viewpoint but must be historical or literary in nature.
- 3. The teacher of such courses must meet the same standards of academic preparation as required of teachers in other academic disciplines of the College.
 - 4. A maximum of 12 semester hours will be accepted toward a degree.

A student majoring in Bible should see a Tyler Junior College faculty advisor for help in completing a course plan.

BIBL 1101 Selected Studies in the Old Testament (1-0) (1 credit)

A study involving either an Old Testament book or theme.

BIBL 1102 Selected Studies in the New Testament (1-0) (1 credit)

A study involving either a New Testament book or theme.

BIBL 1103 An Introduction to Christianity (1-0) (1 credit)

A study of theological terms, great Bible themes and a comparison of Christianity with other religions.

BIBL 1301 Survey of the Old Testament (3-0) (3 credits)

The history, literature and teachings of the Old Testament.

BIBL 1315, 1325, 2315, 2325, Bible Topics (3-0) (3 credits)

Different topics each semester. May repeat for credit as topic changes.

BIBL 1321 Survey of the New Testament (3-0) (3 credits)

The history, literature and teachings of the New Testament.

BIBL 2311 Life and Teachings of Jesus (3-0) (3 credits)

The life and teachings of Jesus Christ from the perspective of writers of the Gospels.

BIBL 2321 Life and Letters of Paul (3-0) (3 credits)

The ministry and thoughts of Paul found in the Acts of the Apostles and in his letters.

BIBL 2322 World Religions (3-0) (3 credits)

An interpretation of the fundamental insights, concepts and customs of the major religions of the world.

Can't Find It?

Check the appendix pages in the back of this Catalog.

Biology

A student majoring in biology must see a Tyler Junior College academic advisor for help in completing a degree plan.

NOTE: Prior to enrolling in any biology class, the student must successfully complete the reading section of THEA (or alternative) test, or have a grade of "C" or better in READ 0303 or its equivalent.

BIOL 1187 Special Topics in Biology I (1-2) (1 credit) (CB2601015103)

Designed to integrate practical hands-on study in biological science.

BIOL 1188 Special Topics in Biology II (1-2) (1 credit) (CB2601015103) A continuation of BIOL 1187.

BIOL 1189 Special Topics in Biology III (1-2) (1 credit) (CB2601015103) A continuation of BIOL 1188.

BIOL 1311 Introduction to Botany—Education Majors

(3-0) (3 credits) (CB2603015103)

Introduction to the plant kingdom with emphasis on the importance of plants to man including principles of heredity and evolution.

BIOL 1406 Majors Biology I (3-3) (4 credits) (CB2601015103)

A general study of the concepts of biology relating to the chemical and molecular basis of life, the cell, energy transformations and principles of genetics. For the science major.

BIOL 1407 Majors Biology II (3-3) (4 credits) (CB2601015103)

A study of the principles of evolution and ecology as well as a taxonomic approach to the diversity of life, with special emphasis on the plant and animal kingdoms. Designed for the science major.

BIOL 1408 Introductory Biology I (3-3) (4 credits) (CB2601015103)

Concepts of biology relating to the cell, classification, evolution and ecology as well as plants and invertebrates.

BIOL 1409 Introductory Biology II (3-3) (4 credits) (CB2601015103)

Emphasizes the development, structure and function of organ systems in man.

BIOL 1411 General Botany (3-3) (4 credits) (CB2603015103)

Introduction to the plant kingdom with emphasis on the importance of plants to man including principles of heredity and evolution.

BIOL 1413 General Zoology (3-3) (4 credits) (CB2607015103)

Structure, physiology and development of animals; emphasis on vertebrate animals.

BIOL 1424 Introduction to Plant Identification (3-3) (4 credits)

Introduction to the identification, classification, and evolutionary relationships of vascular plants with emphasis on flowering plants. Includes the importance of herbaria, collection techniques, and the construction and use of taxonomic keys.

BIOL 2316 Introduction to Genetics (3-0) (3 credits) (CB2606135103)

Principles of molecular and classical genetics, the function and transmission of hereditary material, with emphasis on plants.

Prerequisite: One college-level biology course.

Visit the TJC Web site @ www.tjc.edu

BIOL 2389 Special Topics in Biology IV (2-3) (3 credits) (CB2601015103)

Topics will be at the discretion of the department chair and will reflect current practices in biological sciences. Students who take this course cannot take BIOL 1187, 1188 or 1189.

BIOL 2401 Anatomy and Physiology I (3-3) (4 credits) (CB2607065103)

Functional anatomy with emphasis on basic principles and physiological activities of different systems of the body. A strong background in basic chemistry and introductory biochemistry, basic cellular biology and microscopic techniques is presumed.

Prerequisite: BIOL 1409, 2404 or CHEM 1406.

BIOL 2402 Anatomy and Physiology II (3-3) (4 credits) (CB2607065103)

A continuation of BIOL 2401.

Prerequisite: BIOL 2401 and completion of MATH 0303.

BIOL 2404 Introduction to Human Anatomy and Physiology

(3-3) (4 credits) (CB2607065103)

This one semester course surveys human anatomy and physiology. Major topics include cell structure and function, tissues, and organ system of the human body. This course is a foundation course for specialization in allied health disciplines. (Not designed to replace BIOL 2401 and 2402; this course is usually a prerequisite to BIOL 2401).

Prerequisite: Students not TSI-passed in Reading may only take this course if registered by an Allied Health and Nursing advisor, providing their THEA reading grade is 220 or higher. They must be concurrently enrolled in Reading 0303.

BIOL 2406 Environmental Science (3-3) (4 credits) (CB0301025101)

Introduction to basic ecological principles, biotic interrelationships in aquatic and terrestrial communities and environmental issues that have national and global effects.

BIOL 2416 Genetics (3-3) (4 credits) (CB2606135103)

Principles of molecular and classical genetics, the function and transmission of hereditary material, with emphasis on plants.

Prerequisite: One college-level biology course.

BIOL 2417 Comparative Vertebrate Anatomy (3-4) (4 credits) (CB2607065103)

Comparative study of morphology, physiology and phylogeny of vertebrate organ systems. Recommended for biology, premedical and predental majors.

Prerequisites: BIOL 1406 or 1413

BIOL 2420 Microbiology(3-3) (4 credits) (CB2605015103)

Characteristics and activities of microorganisms and their relation to health and disease. A strong background in basic chemistry and introductory biochemistry, basic cellular biology and microscopic techniques is presumed. For the health science student.

Prerequisite: BIOL 2404 or equivalent; or successful completion of a qualifying exam.

BIOL 2421 Majors Microbiology (3-4) (4 credits) (CB2605015103)

Study of the morphology, physiology, ecology, genetics, control and taxonomy of microorganisms. Laboratory methods stress pure culture studies and the use of laboratory apparatuses in quantitative determinations. For the science major. **Prerequisites:** CHEM 1411, BIOL 1406, 1407.

BIOL 2471 Native Plants (3-3) (4 credits) (CB2603015203)

An in-depth study of native plants of Texas and adjacent regions, including plant identification, geographic distributions, and their role in the ecological community. Field trips required.

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Business Administration BUSI

A student majoring in business must see a Tyler Junior College academic advisor for assistance in completing a degree plan.

ACCT 2401 Principles of Financial Accounting (3-3) (4 credits) (CB5203015104) A study of financial accounting: the accounting cycle, double-entry bookkeeping, preparation and analysis of financial statements. Use of EXCEL and PowerPoint are required. Completion of BCIS 1405 is strongly recommended.

ACCT 2402 Principles of Managerial Accounting (3-3) (4 credits) (CB5203015104) Emphasis on managerial decision-making based on analysis of cash flow, price level changes, financial statements, ratios, manufacturing cost, investments, and an in-depth study of planning costs and systems. Recommended completion of ACCT 2401.

BUSI 1301 Introduction to Business (3-0) (3 credits) (CB5201015104)

Provides an overall picture of business operations, develops a business vocabulary and includes an analysis of the specialized fields within the business organization and of the role of business in modern society.

BUSI 2301 Business Law (3-0) (3 credits) (CB2201015124)

Introduction to the principles and elements of contracts, warranties, commercial paper, principal-agency relationships, personal and real property and estate law.

BUSI 2302 Legal Environment in Business (3-0) (3 credits) (CB2201015224)

Law's effects on business and individuals including contracts, torts, agency, administrative law, labor and employment law, environmental law, ethical standards and law and international business.

Business Management BUSM

This program is designed for the individual who wishes to establish a firm educational foundation in the area of general business and management. The curriculum is an applied and practical course of study that meets the requirements of students preparing for careers in business and management, as well as the needs of returning students who wish to update or acquire new management skills.

Students who successfully complete the two-year program are eligible for the associate in applied science degree in business management.

ACNT 1303 Introduction to Accounting I (3-0) (3 credits)

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll.

ACNT 1304 Introduction to Accounting II (2-4) (3 credits)

A study of accounting for merchandising, notes payable, notes receivable, valuation of receivables and equipment, and valuation of inventories in a manual and computerized environment.

Prerequisite: ACNT 1303.

ACNT 1329 Payroll and Business Tax Accounting (2-2) (3 credits)

A study of payroll procedures, taxing entities, and reporting requirements of local, state, and federal taxing authorities in a manual and computerized environment.

Prerequisite: ACNT 1303.

BMGT 1303 Principles of Management (3-0) (3 credits)

Concepts, terminology, principles, theory, and issues that are the substance of the practice of management.

BMGT 1307 High Performance Work Teams (3-0) (3 credits)

Basic principles of building and sustaining teams in organizations including team dynamics and process improvement.

Prerequisite: Instructor consent.

BMGT 1309 Information and Project Management (3-0) (3 credits)

Critical path methods for planning and controlling projects. Includes time/cost tradeoffs, resource utilization, stochostic considerations, task determination, time management, scheduling management, status reports, budget management, customer service, professional attitude, and project supervision. Course should be taken in last semester of degree program.

BMGT 1341 Business Ethics (3-0) (3 credits)

Discussion of ethical issues, the development of a moral frame of reference and the need for an awareness of social justice in management practices and business activities. Review of ethical responsibilities and relationships between organizational departments, divisions, executive management, and the public.

BMGT 1391 Special Topics in Business Administration and Management, General (3-0) (3 credits)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

BMGT 2309 Leadership (3-0) (3 credits)

Concepts of leadership and its relationship to management. Prepares the student with leadership and communication skills needed to motivate and identify.

BMGT 2341 Strategic Management (3-0) (3 credits)

Strategic management process involving analysis of how organizations develop and implementing a strategy for achieving organizational objectives in a changing environment. Course should be taken in last semester of degree program.

Prerequisite: BMGT 1303

BUSG 1304 Personal Finance (3-0) (3 credits)

A study of the financial problems encountered in managing family financial affairs. Topics include financial security for the family, budgeting, use of credit, home ownership, financial tangles, and savings and investment planning.

BUSG 2309 Small Business Management (3-0) (3 credits)

A course on how to start and operate a small business. Topics include facts about a small business, essential management skills, how to prepare a business plan, financial needs, marketing strategies, and legal issues.

HRPO 2301 Human Resource Management (3-0) (3 credits)

Behavioral and legal approaches to the management of human resources in organizations.

HRPO 2307 Organizational Behavior (3-0) (3 credits)

The analysis and application of organizational theory, group dynamics, motivation theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences.

MRKG 1311 Principles of Marketing (3-0) (3 credits)

Introduction to basic marketing functions; identification of consumer and organizational needs; explanation of economic, psychological, sociological, and global issues; and description and analysis of the importance of marketing research.

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Chemistry

Students who have never taken any chemistry should consider taking CHEM 1406 (Fundamentals of Chemistry) prior to enrolling in CHEM 1411 (General Chemistry I).

A student majoring in chemistry must see a Tyler Junior College academic advisor for assistance in completing a degree plan.

Note: Neither Chemistry 1405–1407 nor 1406–1408 may be substituted for Chemistry 1411–1412 in meeting prerequisites in scientific curricula.

Prior to enrolling in any chemistry class, a student must successfully complete the reading section of the THEA (or alternative) test, or have a grade of "C" or better in READ 0303 or its equivalent.

CHEM 1405 Introductory Chemistry I (3-3) (4 credits) (CB4005015103)

Introduction and non-technical survey of chemistry with emphasis on role of chemistry in problems of contemporary society. Suited for elementary education and non-science majors.

CHEM 1406 Fundamentals of Chemistry (3-3) (4 credits) (CB4005015103)

Introduction to inorganic, organic, and biochemistry, especially suited for persons interested in the health professions.

CHEM 1407 Introductory Chemistry II (3-3) (4 credits) (CB4005015103)

Continuation of Chemistry 1405. Emphasis on organic and biochemistry. Suited for elementary education and non-science majors.

Prerequisites: CHEM 1405

CHEM 1408 Fundamentals of Organic and Biochemistry

(3-3) (4 credits) (CB4005015103)

Continuation of CHEM 1406 with further emphasis on organic and biochemistry.

Prerequisites: CHEM 1406

CHEM 1411 General Chemistry I (3-4) (4 credits) (CB4005015203)

Serves students majoring in science, engineering, medicine, and other professions requiring knowledge of chemistry. Emphasis on atmoic structure, periodicity, molecular structure, stoichiometry, thermochemistry, and the states of matter. Lab work includes quantitative analysis.

Prerequisites: MATH 0303 with a grade of "C" or better or qualifying THEA (or alternative) math test score.

CHEM 1412 General Chemistry II (3-4) (4 credits) (CB4005015203)

Continuation of Chemistry 1411. Emphasis on solutions, redox and acid/base chemistry, reaction rates, equilibrium, thermodynamics, electrochemistry and selected topics. Lab work includes qualitative analysis, spectrophotometry, and the use of pH meters.

Prerequisites: CHEM 1411

CHEM 2423 Organic Chemistry I (3-4) (4 credits) (CB4005045203)

Chemistry of carbon compounds emphasizing structure, conformation, sterochemistry, mechanism of reaction, energetics, and synthesis. Lab work emphasizes preparation, separation, and characterization of compounds and includes the use of gas chromatography and infrared spectroscopy. (Offered in fall semester only)

Prerequisites: CHEM 1412

CHEM 2425 Organic Chemistry II (3-4) (4 credits) (CB4005045203)

Continuation of CHEM 2423 with lab work inlcuding an introduction to mass spectroscopy and nuclear magnetic resonance. (Offered in the spring semester only)

Prerequisites: CHEM 2423

Child Development/Early Childhood CDEC

A student majoring in child development must see a Tyler Junior College academic advisor for help in completing a course plan.

The child development curriculum combines lecture, laboratory and on-the-job training for a career in the area of child development. Students successfully completing the one-year program will gain entry level skills and are awarded the certificate of proficiency. Students successfully completing the two-year program will receive an educational foundation adequate to allow them to provide child development activities and/or advance toward becoming the director of a child development facility. Two year graduates will be awarded the associate in applied science degree in child development. A person with any felony conviction is ineligible for enrollment in the CDEC Program.

NOTE: Prerequisite to enrolling in any CDEC course is the eligibility to enroll in READ 0303.

CDEC 1303 (CHID 1321) Families, School and Community (3-1) (3 credits)

Study of the child, family, community, and schools. Includes parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum of 15 hours field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. The student is responsible for transporation to an off-campus site.

CDEC 1311 (CHID 1311) Educating Young Children (3-1) (3 credits)

An introduction to the education of the young child. Includes developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content is aligned with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minmum 15 hours of field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. The student is responsible for transporation to an off-campus site.

CDEC 1313 (CHID 1313) **Curriculum Resources for Early Childhood Programs** (2-4) (3 credits)

A study of the fundamentals of curriculum design and implementation in developmentally appropriate programs for children. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1318 (CHID 1324) Wellness of the Young Child (2-3) (3 credits)

Factors impacting the well-being of young children. Includes healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content is aligned with State Board of Educator Certification Pedagogy and Professional Responsibilities standards. Requires students to participate in a minimum 15 hours field experience with children from infancy through age 12 in a variety of settings with varied and diverse populations. The student is responsible for transporation to an off-campus site.

CDEC 1319 (CHID 2312) Child Guidance (3-1) (3 credits)

An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement and cultural influences. Practical application through direct participation with children. Participation in an early childhood setting is required for this course. The student is responsible for transporation to an off-campus site.

CDEC 1321 (CDEC 2321) The Infant and Toddler (3-1) (3 credits)

A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality caregiving routines, appropriate environments, materials and activities, and teaching/guidance techniques. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 1354 (CHID 1322) Child Growth and Development (3-1) (3 credits)

Physical, emotional, social and cognitive factors impacting growth and development of children through adolescence. Participation in an early childhood setting is required for this course. The student is responsible for transporation to an off-campus site.

CDEC 1359 (CHID 2311) Children with Special Needs (3-1) (3 credits)

A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, educational intervention strategies, available resources, referral processes, the advocacy role and legislative issues. Participation in an early childhood setting is required for this course. The student is responsible for transporation to an off-campus site.

CDEC 2326 (CHID 1312) Administration of Programs for Children I (3-1) (3 credits)

Application of management procedures for early child care education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. Participation in an early childhood setting is required for this course. The student is responsible for transporation to an off-campus site.

CDEC 2328 (CHID 2322) Administration of Programs for Children II (3-1) (3 credits)

An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management advocacy, professionalism, fiscal analysis and planning parent education/partnerships, and technical applications in programs. Participation in an early childhood setting is required for this course. The student is responsible for transporation to an off-campus site.

Suggested prerequisite: CDEC 2326

CDEC 2374 Preschool Children: Learning Environments, Activities, and Materials (2-4) (3 credits)

A course focusing on developmentally appropriate practices during the preschool years. This course includes developing and designing interest areas, and environments for discovery learning. Also includes scheduling and planning age appropriate activities as well as writing daily and weekly activities and objectives. Participation in an early childhood setting is required for this course. The student is responsible for transportation to an off-campus site.

CDEC 2384 (CHID 2386) Cooperative Education—Child Development (1-12) (3 credits)

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. A coop may be a paid or unpaid experience. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Participation in an early childhood setting is required for this course. Includes a lecture component. The student is responsible for transportation to an off-campus site.

Suggested prerequisites: Educating Young Children (CDEC 1311), Curriculum Resources for Early Childhood Programs (CDEC 1313), Administration of Programs for Children I (CDEC 2326), and Child Guidance (CDEC 1319), OR advisor approval.

College Preparatory Studies

College Preparatory Studies is an intensive academy of courses and programs designed to provide development for students underprepared for college-level work. Assistance in basic skills such as reading, writing, mathematics and personal development is offered to students identified for college preparatory studies in both semester-length developmental courses and shorter term, individualized programs of study. College Preparatory Studies has several components for success. For more information see the "How We Help You" section of this catalog.

English

ENGL 0301 College Preparatory English I (3-1) (3 credits) (CB3201085312) Developmental course covering written communication with emphasis on fundamentals of basic grammar and usage, sentence structure, and paragraph development using standard American English. [Required of students who do not present qualifying

THEA (or alternative) writing test scores.]

ENGL 0302 College Preparatory English II (3-1) (3 credits) (CB3201085312)

Developmental course covering review of basic sentence skills with emphasis on writing logically developed paragraphs and short essays in standard American English. [Required of students who do not present qualifying THEA (or alternative) writing test scores.]

ENGL 0303 College Preparatory English III (3-0) (3 credits) (CB3201085312)

Developmental course covering review of sentence skills with emphasis on writing advanced paragraphs and medium length essays in standard American English. Focus on writing skills necessary for THEA and ENGL 1301. [Required of students who do not present qualifying THEA (or alternative) writing test scores.]

Mathematics

NOTE: A grade of "C" or better must be made in each mathematics course in order to continue in any mathematics sequence. A grade of "B" or better must be made in MATH 0300 or 0301 in order to continue in the College Preparatory math sequence. A student majoring in mathematics must see a Tyler Junior College academic advisor for help in completing a degree plan.

MATH 0300 College Preparatory Mathematics I (2-3) (3 credits) (CB3201045119) Five-hour-a-week developmental class that encompasses whole numbers, fractions, decimals, ratio and proportion, percent, denominate numbers, signed numbers, linear equations, word problems, properties of exponents, and operations with polynominals. Student will receive credit for MATH 0300 or 0301, but not both. These courses have the same curriculum.

MATH 0301 College Preparatory Mathematics I (3-1) (3 credits) (CB3201045119) Developmental course covering whole numbers, fractions, decimals, ratio and proportion, percent, denominate numbers, signed numbers, linear equations, word problems, properties of exponents, and operations with polynomials. Student will receive credit for MATH 0300 or 0301, but not both. These courses have the same curriculum.

Can't Find It?

Check the appendix pages in the back of this Catalog.

MATH 0302 College Preparatory Mathematics II (3-1) (3 credits) (CB3201045119)

Developmental course reviewing arithmetic, operations with real numbers, solving equations and inequalities, exponents and polynomials, factoring, rational expressions, graphing linear equations, roots and radicals, word problems.

Prerequisite: MATH 0300 or 0301 or qualifying THEA (or alternative) math test score.

MATH 0312 College Preparatory Mathematics (2-3) (3 credits) (CB3201045119)

Five hours per week—Developmental course reviewing arithmetic, operations with real numbers, solving equations and inequalities, exponents and polynomials, factoring, rational expressions, graphing linear equations, roots and radicals, and word problems. Students will receive credit for MATH 0302 or 0312, but not both. These courses have the same curriculum.

Prerequisite: MATH 0300 or 0301 or qualifying THEA (or alternative) math test score.

MATH 0303 College Preparatory Mathematics III (3-0) (3 credits) (CB3201045119)

Developmental course reviewing linear equations and inequalities, exponents and polynomials, rational expressions, radicals and roots, quadratic equations, systems of linear equations, parabolas, relations and functions, review of plane geometry, applications.

Prerequisite: MATH 0302 or qualifying THEA (or alternative) math test score.

Reading

NOTE: An exit-level test must be passed in each College Preparatory (developmental) reading course in order to continue in the reading sequence.

READ 0301 Developmental Reading I (3-1) (3 credits) (CB3201085212)

Developmental course to improve basic reading skills through individualized development of word attack, comprehension, vocabulary and rate. [Required of students who do not present qualifying THEA (or alternative) reading test scores.]

READ 0302 Developmental Reading II (3-1) (3 credits) (CB3201085212)

Developmental course to improve intermediate reading skills through individualized development of word attack, comprehension, vocabulary and rate. [Required of students who do not present qualifying THEA (or alternative) reading test scores.]

READ 0303 Developmental Reading III (3-0) (3 credits) (CB3201085212)

Developmental course continuing improvement of intermediate reading skills through individualized development of word attack, comprehension, vocabulary and rate. [Required of students who do not present qualifying THEA (or alternative) reading test scores.]

Learning Frameworks

EDUC 1300 Learning Frameworks (3-0) (3 credits) (CB4203015125)

A study of the 1) research and theory in the psychology of learning, cognition, and motivation; 2) factors that impact learning; and 3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross-listed as PSYC 1300)

Computer-Aided Drafting & Design

(See Engineering Design Technology)

Computer Information Systems

The College provides students with both entry and advanced computer skills and a continued path of education to meet current and future job responsibilities. Computer Information Systems offers high quality instruction in current networking technology, current generation hardware, and state-of-the-art software in several specialization options. These options include general computer skills, gaming and simulation programming (which provides skills needed for entry/mid-level programming assignments), networking technologies [which provides industry-certified training (Microsoft, Novell, and Cisco Systems) in computer networks], information systems security, and information systems technical support.

BCIS 1301 (COSC 1301) Microcomputer Applications (2-4) (3 credits)(CB5212025204)

Overview of computer information systems. Introduces computer hardware, software, procedures, systems, and human resources and explores their integration and application in business and other segments in society. The fundamentals of computer problem solving and programming in a higher level programming language may be discussed and applied.

BCIS 1405 (COSC 1475) Business Computer Applications (3-3) (4 credits)(CB5212025404)

This course discusses computer terminology, hardware, software, operating systems, and information systems relating to the business environment. The main focus of this course is on business applications of software, including word processing, spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet.

BCIS 1416 (COSC 1416) Computer Programming: Visual BASIC (3-3) (4 credits)(CB5212025204)

Introduction to business programming techniques. Includes structured programming methods, designing customized software applications, testing documentation, input specification, and report generation.

CETT 1407 Fundamentals of Electronics (3-3) (4 credits)

Applies concepts of electricity, electronics, and digital fundamentals; supports programs requiring a general knowledge of electronics.

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed *Registration Guide* OR online at www.tjc.edu.

COSC 1430 Computer Programming (3-3) (4 credits) (CB1102015207)

Introduction to computer programming in various programming languages. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes coverage of language syntax, data and file structures, input/output devices, and disks/files. This course is intended for students who have no previous programming experience.

COSC 1436 Programming Fundamentals I (3-3) (4 credits)(CB1102015507)

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy.

Prerequisite: COSC 1430 or programming experience.

COSC 1437 Programming Fundamentals II (3-3) (4 credits)(CB1102015607)

Review of control structures and data types with emphasis on structured data types. Applies the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering.

Prerequisite: COSC 1436

COSC 2425 Computer Organization and Machine Language

(3-3) (4 credits)(CB1102015407)

Basic computer organization; machine cycle, digital representation of data and instructions; assembly language programming, assembler, loader, macros, subroutines, and program linkages.

Prerequisite: COSC 1436

COSC 2436 Programming Fundamentals III (3-3) (4 credits)(CB1102015707)

Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis.

Prerequisite: COSC 1437

CPMT 1347 (MCRO 1342) Computer System Peripherals (2-4) (3 credits)

Theory and practices involved in computer peripherals, operation and maintenance techniques, and the use of specialized test equipment.

Prerequisite: CPMT 1411

CPMT 1349 (MCRO 1332) Computer Networking Technology (3-1) (3 credits)

A beginning course in computer networks with focus on networking fundamentals, terminology, hardware, software, and network architecture. A study of local/wide area networking concepts and networking installations and operations.

CPMT 1411 (MCRO 1331) Introduction to Computer Maintenance (3-3) (4 credits)

An introduction to the installation, configuration, and maintenance of a microcomputer system.

Prerequisite: ITSC 1305 or concurrent enrollment.

EECT 1300 Technical Customer Service (3-0) (3 credits)

General principles of customer service within a technical environment. Topics include internal/external customer relationships, time management, best practices, and verbal and non-verbal communications skills.

EECT 1303 Introduction to Telecommunications (3-0) (3 credits)

An overview of the telecommunications industry. Topics include the history of the telecommunications industry, terminology, rules and regulations, and industry standards and protocols. Also includes basic electronics concepts as they relate to transmission of data through communications networks.

GAME 1303 Introduction to Game Design and Development (3-0) (3 credits)

Introduction to electronic game development and game development careers. Includes examination of history and philosophy of games, the game production process, employee factors for success in the field, and current issues and practices in the game development industry.

GAME 1306 Concept Design and Evolution of Video Games (3-1) (3 credits)

Introduction to game and simulation development. Includes analysis of existing applications and their play elements. In-depth coverage of the elements of the application and examination of social issues, genres, and trends. Also covers creation of design documents, investigation of why people play games, review of technological and cultural history of electronic games, survey of the major innovators and historical figures of the industry, and examination of the trends and taboos that motivate game design.

GAME 1343 Graphics and Simulation Programming I (2-4) (3 credits)

Game and simulation programming using the C++ language. Topics will include advanced pointer manipulation techniques and pointer applications, points and vectors, sound, and graphics.

GAME 1370 Fundamentals of Video Game Design (2-4) (3 credits)

Historical overview of video games and game design. Basic understanding of games as systems and acceptance of a shared taxonomy for discussion: MDA framework, vocabulary, simple rules systems, platform issues, game editors, common game design mistakes, gender specifics in games, implicit politics in games, and emerging topics.

GAME 2302 Mathematical Applications for Game Development (3-0) (3 credits)

Presents applications of mathematics and science in game and simulation programming. Includes the utilization of matrix and vector operations, kinematics, and Newtonian principles in games and simulations. Also covers code optimization.

Prerequisite: MATH 1314 or higher-level math.

GAME 2332 Project Development I (2-4) (3 credits)

Skill development in an original modification based on a current game engine. Includes management of version control; development of project timeliness; integration of sound, models, and animation; production of demos; and creation of original levels, characters, and content for a real-time multiplayer game. Applies skills learned in previous classes in a simulated real-world design team experience.

Prerequisite: COSC 1436 or concurrent enrollment in COSC 1436.

GAME 2334 Project Development II (2-4) (3 credits)

Continuation of an original modification based on a current game engine with an emphasis on new content and radical changes in game play over the base game experience. Includes creation of original levels, characters, and content for a real-time multiplayer game applying skills learned in previous classes.

Prerequisite: GAME 1342 and 2332.

See page 28 for Course Numbering System.

GAME 2359 Game and Simulation Group Project (2-4) (3 credits)

Creation of a game and/or simulation project utilizing a team approach. Includes animation, titles, visualization of research results, modeling with polygon frames, curves and surfaces, 3D text and animation with key frames, paths (objects and curves), morphing, vertex keys, skeletons, and lattices.

Prerequisite: GAME 2334 and COSC 2436 or concurrent enrollment in COSC 2436.

GAME 2370 3D Video Game Engines (2-4) (3 credits)

Commercial and open source gaming engines. Includes discussions of recommendations for game engines to fit specific specifications. Includes practical lab assignments that integrate commercially available gaming engines into custom games.

Prerequisite: COSC 2436 or concurrent enrollment in COSC 2436.

GAME 2371 Game Development Project (1-5) (3 credits)

Capstone video game creation course focusing on creating a near-commercial quality 3D video game in a realistic team-based environment. Includes integration of a current 3D video game engine with original game play and artistic content. Emphasizes project design and proper assignment distribution coupled with potential production difficulties, managerial changes and shifting timelines.

Prerequisite: GAME 2359 and 2370.

ITCC 1402 CCNA 1: Networking Basics (3-3) (4 credits)

Course introducing the basics of networking including network terminology, local area networks (LAN) and wide area networks (WAN). Topics include network protocols such as TCP/IP, Open System Interconnection (OSI) models, cabling and routers.

ITCC 1406 CCNA 2: Router and Routing Basics (3-3) (4 credits)

An introduction to basic Cisco router configuration for local area networks. Topics include initial router configuration for TCP/IP, management of Cisco IOS and router configuration files, routing protocols, and access control lists.

Prerequisite: ITCC 1302 or 1402.

ITCC 1442 CCNA 3: Switching Basic and Intermediate Routing (3-3) (4 credits)

A course focusing on advanced topics including IP addressing techniques, intermediate routing protocols, CLI configuration of switches, Ethernet switching, VLANs, Spanning Tree Protocol, and VLAN Trunking Protocol.

Prerequisite: ITCC 1306 or 1406.

ITCC 1446 CCNA 4: Wide Area Network (WAN) Technologies (3-3) (4 credits)

This course focuses on advanced IP addressing techniques (Network Address Translation [NAT], Port Address Translation [PAT], and DHCP), WAN technology and terminology, PPP, ISDN, DDR, Frame Relay, network management and introduction to optical networking. In addition, the student will prepare for the CCNA exam.

Prerequisite: ITCC 1342 or 1442.

ITCC 2432 (ITCC 2332) CCNP 1: Advanced Routing (3-3) (4 credits)

A study of advanced network deployment issues and methods used to configure Cisco routers for effective LAN and WAN traffic management. Topics include designing scalable internetworks, managing traffic, configuring OSPF in single and multiple areas, configuring EIGRP, and configuring and using interior and border gateway routing protocols.

Prerequisite: ITCC 1346 or 1446 or CCNA certification.

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ITCC 2436 (ITCC 2336) CCNP 2: Remote Access (3-3) (4 credits)

Designing and building remote access networks with Cisco products. Topics include assembling and cabling WAN components, configuring network connections via asynchronous modem, ISDN, X.25, and frame relay architectures and associated protocols.

Prerequisite: ITCC 2332 or 2432.

ITCC 2440 (ITCC 2340) CCNP 3: Multilayer Switching (3-3) (4 credits)

An introduction to Cisco switches and how to use Cisco switches effectively in networks. Topics include switching concepts, virtual LANs, switch architecture (hardware and software), switch configuration, management, and troubleshooting.

Prerequisite: ITCC 2336 or 2436.

ITCC 2444 (ITCC 2344) CCNP 4: Network Troubleshooting (3-3) (4 credits)

A study of troubleshooting methods for internetworks. Topics include Cisco Troubleshooting Tools, diagnosing and correcting problems within TCP/IP, Novell, and AppleTalk networks, and with Frame Relay and ISDN network connections. **Prerequisite:** ITCC 2340 or 2440.

ITMT 1400 Implementing and Supporting Microsoft Windows XP Professional (3-3) (4 credits)

Addresses the implementation and desktop support needs of customers that are planning to deploy and support Microsoft Windows XP Professional in a variety of stand-alone and network operating system environments. In-depth, hands-on training for Information Technology (IT) professionals responsible for the planning, implementation, management, and support of Windows XP Professional.

Prerequisite: CPMT 1349

ITMT 1440 Managing and Maintaining a Microsoft Windows Server 2003 Environment (3-3) (4 credits)

Managing accounts and resources, maintaining server resources, monitoring server performance, and safeguarding data in a Microsoft Windows Server 2003 environment. **Prerequisite:** CPMT 1349

ITMT 1450 Implementing, Managing, and Maintaining a Microsoft Windows Server 2003 Network Infrastructure: Network Services (3-3) (4 credits)

Implementing routing; implementing, managing, and maintaining Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), and Windows Internet Name Service (WINS); securing Internet Protocol (IP) traffic with Internet Protocol security (IPSec) and certificates; implementing a network access infrastructure by configuring the connections for remote access clients; and managing and monitoring network access.

Prerequisite: ITMT 1440

ITMT 2440 Designing Security for Microsoft Networks (3-3) (4 credits)

Assembling the design team, modeling threats, and analyzing security risks in order to meet business requirements for securing computers in a networked environment. Includes decision-making skills through an interactive tool that simulates real-life scenarios. Focuses on collecting information and sorting through details to resolve a given security requirement.

Prerequisite: ITMT 1450

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ITNW 1420 (COSC 1481, ITNW 1320) NetWare Administration (3-3) (4 credits)
An introduction to Novell NetWare administration.

Prerequisite: CPMT 1349 and ITSC 1305.

ITNW 1454 (COSC 1354) Implementing and Supporting Servers (3-3) (4 credits)

A course in the development of skills necessary to implement, administer, and troubleshoot information systems that incorporate Windows-based servers in a networked computing environment.

Prerequisite: ITMT 1440

ITNW 2404 Implementing, Managing, and Maintaining a Microsoft Windows 2003 Environment (3-3) (4 credits)

Preparation for Exam 70-291. Includes configuring a Windows-based computer to operate in a Microsoft Windows Server 2003 networking infrastructure.

Prerequisite: ITMT 1450

ITSC 1305 Introduction to PC Operating Systems (2-4) (3 credits)

A study of personal computer operating systems. Topics include installation and configuration, file management, memory and storage management, control of peripheral devices, and use of utilities.

ITSC 1309 Integrated Software Applications I (2-2) (3 credits)

Integration of applications from popular business productivity software suites. Instruction in embedding data, linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software.

ITSC 1416 Linux Installation and Configuration (3-3) (4 credits)

Open-source Linux operating system. Includes Linux installation, basic administration, utilities and commands, upgrading, networking, security, and application installation. Emphasizes hands-on setup, administration, and management of Linux. Also covers maintaining and securing reliable Linux systems.

ITSC 2321 (COSC 2307) Integrated Software Applications II (2-4) (3 credits)

Continued study of computer applications from business productivity software suites. Instruction in embedding data and linking and combining documents using word processing, spreadsheets, databases, and/or presentation media software.

Prerequisite: ITSC 1309, BCIS 1301, or BCIS 1405.

ITSC 2386 Internship—Computer and Information Sciences, General (0-9) (3 credits)

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer.

ITSE 1350 (COSC 2390) System Analysis and Design (3-1) (3 credits)

Comprehensive introduction to the planning, design, and construction of computer information systems using the systems development life cycle and other appropriate design tools.

Need More Information?

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ITSE 1401 (COSC 1486, ITSE 1305) Web Design Tools (3-2) (4 credits)

Designing and publishing Web documents. Includes graphic design issues and exploration of tools available for creating and editing Web documents. Students will create basic Web documents; create and manage a Web site; and identify how the Internet functions with specific attention to the World Wide Web, e-mail, and file transfer.

ITSE 2386 Internship—Computer Programming/Programmer, General (0-9) (3 credits)

A work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. A learning plan is developed by the college and the employer.

Prerequisite: Completion of at least 45 hours of the AAS degree plan and consent of the instructor.

ITSY 1300 Fundamentals of Information Security (3-0) (3 credits)

Basic information security goals of availability, integrity, accuracy, and confidentiality. Vocabulary and terminology specific to the field of information security are discussed. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning and administrative controls is also discussed.

ITSY 2300 Operating System Security (3-0) (3 credits)

Safeguard computer operating systems by demonstrating server support skills and designing and implementing a security system. Identify security threats and monitor network security implementations. Use best practices to configure operating systems to industry security standards.

ITSY 2341 Security Management Practices (3-0) (3 credits)

In-depth coverage of security management practices, including asset evaluation and risk management; cyber law and ethics issues; policies and procedures; business recovery and business continuity planning; network security design; and developing and maintaining a security plan.

Prerequisite: ITSY 1300.

ITSY 2343 Computer System Forensics (3-1) (3 credits)

In-depth study of system forensics including methodologies used for analysis of computer security breaches. Gather and evaluate evidence to perform postmortem analysis of a security breach.

Prerequisite: ITSY 1300.

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed *Registration Guide* OR online at <u>www.tjc.edu</u>.

ITSY 2359 Security Assessment and Auditing (3-1) (3 credits)

Capstone experience for the security curriculum. Synthesizes technical material covered in prior courses to monitor, audit, analyze, and revise computer and network security systems to ensure appropriate levels of protection are in place.

Prerequisite: ITSY 1300, 2300, 2401, 2442, and permission of instructor.

ITSY 2401 Firewalls and Network Security (3-3) (4 credits)

Identify elements of firewall design, types of security threats, and responses to security attacks. Use best practices to design, implement, and monitor a network security plan. Examine security incident postmortem reporting and ongoing network security activities.

ITSY 2442 Incident Response & Handling (3-3) (4 credits)

In-depth coverage of incident response and incident handling, including identifying sources of attacks and security breaches; analyzing security logs; recovering the system to normal; performing postmortem analysis; and implementing and modifying security measures.

Computer Science

(See Computer Information Systems)

Numbering of Courses

The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore) Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Criminal Justice CRIJ

Students successfully completing this program receive the associate in applied science degree corrections option or law enforcement option and may sit for the Texas peace officer licensing examination. May not register for CJLE courses 2421, 2420 or 2522 without prior completion of a criminal history check and instructor approval.

CJCR 1304 (CRIJ 1321) LE—Probation and Parole (3-0) (3 credits)

A survey of the structure, organization, and operation of probation and parole services. Emphasis on applicable state statutes and administrative guidelines.

CJLE 1333 (CRIJ 2331) Traffic Law and Investigation (3-0) (3 credits)

Instruction in the basic principles of traffic control, traffic law enforcement, court procedures, and traffic law. Emphasis on the need for a professional approach in dealing with traffic law violators and the police role in accident investigation and traffic supervision.

CJSA 1308 (CRIJ 2336) Criminalistics I (3-0) (3 credits)

Introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis.

CJSA 1325 (CRIJ 1322) Criminology (3-0) (3 credits)

Current theories and empirical research pertaining to crime and criminal behavior and its causes, methods of prevention, systems of punishment, and rehabilitation.

CJSA 2382 Cooperative Education—Criminal Justice/Safety Studies (Capstone) (1-20) (3 credits)

Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component.

CRIJ 1301 Introduction to Criminal Justice (3-0) (3 credits) (CB4301045124) Provides an overview of the United States and European criminal justice systems.

CRIJ 1306 The Courts and Criminal Procedure (3-0) (3 credits) (CB2201015424)

The judiciary in the criminal justice system, structure of the American court system, prosecution, right to counsel, pre-trial release, grand juries, adjudication process, types and rules of evidence and sentencing.

CRIJ 1307 Crime in America (3-0) (3 credits) (CB4504015224)

American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes and prevention of crimes.

CRIJ 1310 Fundamentals of Criminal Law (3-0) (3 credits) (CB2201015324)

A study of the nature of criminal law, philosophical and historical development, major definitions and concepts, classification of elements of crimes and penalties using Texas statutes as illustrations and criminal responsibility.

CRIJ 1313 (CJSA 1317) Juvenile Justice System (3-0) (3 credits) (CB4301045224)

A study of the juvenile justice process. Topics include specialized juvenile law, role of the juvenile law, role of the juvenile law, role of police agencies, role of correctional agencies, and theories concerning delinquency.

CRIJ 2301 (CJCR 2324) LE—Community Resources in Corrections (3-0) (3 credits) (CB4301025324)

An overview of diversionary practices and treatment programs available to offenders in a local context. Topics include selected recognized models and future trends in community treatment.

CRIJ 2313 (CJCR 1307) LE—Correctional Systems and Practices (3-0) (3 credits) (CB4301025424)

A study of the role of corrections in the criminal justice system. Topics include organization and theory of correctional systems, institutional operations, management, alternatives to institutionalization, treatments and rehabilitation, and current and future issues.

CRIJ 2314 (CJSA 1342) **Criminal Investigation** (3-0) (3 credits) (CB4301045524)

Study of investigative theory, the collection and preservation of evidence, sources of information, concepts of interviewing and interrogation, the use of forensic sciences, and trial preparation.

CRIJ 2323 (CJSA 2300) **Legal Aspects of Law Enforcement** (3-0) (3 credits) (CB4301045624)

Exploration of police authority. Topics include responsibilities and constitutional restraints, law of arrest, search and seizure, and police liability.

CRIJ 2328 (CJSA 1359) **Police System and Practices** (3-0) (3 credits) (CB4301045724)

Exploration of the profession of police officer. Topics include organization of law enforcement systems, the police role, police discretion, ethics, police-community interaction, and current and future issues.

Dance

A student majoring in dance must see a Tyler Junior College academic advisor for help in completing a course plan.

DANC 1112 Dance Performance (0-3) (1 credit) (CB5003015326)

Freshman Apache Belles participation and instruction in a variety of dance activities and techniques. Fall only. Must be taken concurrently with DANC 1212.

DANC 1113 Dance Performance (0-3) (1 credit) (CB5003015326)

Freshman Apache Belles. Spring only. Must be taken concurrently with DANC 1213. Prerequisite: DANC 1112

DANC 1141Ballet I (0-6) (1 credit) (CB5003015226)

Instruction and participation in ballet as part of the performing arts, plus exploration of ballet technique with emphasis on a long series of movements, beats, adagio, jumps, etc., while stressing clarity of movements as well as precision in execution.

DANC 1142 Ballet II (0-6) (1 credit) (CB5003015226)

Introduces variations from the classical and neo-classical repertoire.

Prerequisite: DANC 1141

DANC 1145 Modern Dance I (1-2) (1 credit) (CB5003015226)

Instruction and participation in modern dancing as part of the performing arts; includes exploring individual potential using self-awareness techniques in the areas of structure and alignment, breathing and relaxation, and imaging and improvisation.

DANC 1146 Modern Dance II (1-2) (1 credit) (CB5003015226)

Introduces concepts of partnering along with solo group work.

Prerequisite: DANC 1145

DANC 1147 Jazz Dance I (1-2) (1 credit) (CB5003015226)

Instruction and participation in jazz dancing as part of the performing arts as well as an exploration of jazz technique with focus on style, rhythm and dynamics.

DANC 1148 Jazz Dance II (1-2) (1 credit) (CB5003015226)

Introduces concepts of solo and group work.

Prerequisite: DANC 1147

DANC 1151, 1152, 2151, 2152 Performance I, II, III, IV (1-2) (1 credit) (CB5003015226)

Beginning and intermediate performance techniques.

Prerequisite: Audition with instructor. **Co-requisite:** Dance technique class.

DANC 1210 Tap I (2-1) (2 credits)

Instruction and participation in tap dancing as part of the performing arts as well as an exploration of tap techniques with focus on style, rhythm and dynamics.

DANC 1211 Tap II (2-1) (2 credits)

Introduces concepts of group and solo work.

Prerequisite: DANC 1210

DANC 1212, 1213, 2212, 2213 Dance Practicum (1-5) (2 credits) (CB5003015326)

A practicum in dance as a performing art.

DANC 1251, 1252, 2251, 2252 Performance I, II, III, IV (2-2) (2 credits)

(CB5003015226)

Intermediate and advanced performance techniques.

Prerequisite: Audition with instructor. **Co-requisite:** Dance technique class.

DANC 2112 Dance Performance (0-3) (1 credit) (CB5003015426)

Sophomore Apache Belles. Basic fundamentals and interpretations of dance with the principles and applications applied to the interpretation of modern and conventional dance. Fall only. Must be taken concurrently with DANC 2212.

Prerequisite: DANC 1113

DANC 2113 Dance Performance (0-3) (1 credit) (CB5003015326)

Sophomore Apache Bellles. Spring only. Must be taken concurrently with DANC 2213.

Prerequisite: DANC 2112

DANC 2141 Ballet III (0-6) (1 credit) (CB5003015226)

A continuation of the development of ballet technique including more complicated exercises at the barre and centre floor while stressing precision of movement.

Prerequisite: DANC 1142

DANC 2142 Ballet IV (0-6) (1 credit) (CB5003015226)

Begins pointe for women and specialized beats and tours for men while developing individual proficiency and technical virtuosity.

Prerequisite: DANC 2141

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DANC 2303 Dance Appreciation (3-0) (3 credits) (CB5003015430)

A survey of primitive, classical and contemporary dance and its interrelationship with cultural developments and other art forms.

DANC 2325 Anatomy and Kinesiology for Dance (3-0) (3 credits) (CB5003015226)

Study of the structure and function of the skeleton and musculature of the human body and its role in the dance class, with particular focus on injury prevention.

Dental Hygiene DHYG

Enrollment in this program is limited to 24 places each year, and those applying for admission must make application directly to the dental hygiene program office. See the Special Admissions requirements in the Admission section of this *Catalog*.

The purpose of the dental hygiene program is to prepare competent dental hygienists to meet the oral health care needs of the public. Through basic education in the dental hygiene program, students acquire knowledge and proficiency to become functioning members of the dental health care delivery team.

The program provides 24 months of theoretical and clinical training at the college level leading to the associate in applied science degree in dental hygiene. This program is accredited by the American Dental Association Commission on Dental Accreditation.

Priority consideration is given to those applicants whose college transcripts show completion of 12 semester hours of college academic courses with a GPA of 2.0 or higher.

All required courses of the associate degree curriculum must be completed with a "C" or better. Having **not** received a "C" or better **in any required course**, the student may not progress until the deficiency has been removed. Graduates who successfully pass the Dental Hygiene National Board examination and regional and/or state licensing exams are eligible to apply for licensure in states where they plan to practice.

DHYG 1123 Dental Hygiene Practice (0-2) (1 credit)

Examination of the dental hygienist's role in practice settings including dental office management, employment considerations, resume preparation, and job interviewing. Emphasis on the laws governing the practice of dentistry and dental hygiene and the ethical standards established by the dental hygiene profession.

DHYG 1207 General and Dental Nutrition (2-1) (2 credits)

A study of general nutrition and nutritional biochemistry with emphasis on the effects of nutrition and dental health. Analysis of diet and application of counseling strategies to assist the patient in attaining and maintaining optimum oral health are stressed.

DHYG 1227 Preventive Dental Hygiene Care (2-0) (2 credits)

Study of the dental hygienist in the dental health care system and the basic concepts of disease prevention and health promotion. Communication and behavior modification skills are emphasized to facilitate the role of the dental hygienist as an educator.

DHYG 1235 Pharmacology for the Dental Hygienist (2-0) (2 credits)

The study of the various drugs, the categories under which they are grouped, their actions and effects on the body, especially those pertaining to dentistry.

DHYG 1260 Clinical I—Dental Hygienist (0-11) (2 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

DHYG 1301 Orofacial Anatomy, Histology, and Embryology (2-4) (3 credits)

The histology and embryology of oral tissues, gross anatomy of the head and neck, tooth morphology, and individual tooth identification.

DHYG 1304 Dental Radiology (2-4) (3 credits)

A study of radiation physics, hygiene, and safety theories. Emphasis on the fundamentals of oral radiographic techniques and interpretation of radiographs. Includes exposure of intra-oral radiographs, quality assurance, radiographic interpretation, patient selection criteria, and other ancillary radiographic techniques.

DHYG 1311 Periodontology (3-0) (3 credits)

Study of normal and diseased periodontium to include the structural, functional, and environmental factors. Emphasis on etiology, pathology, treatment modalities, and therapeutic and preventive periodontics in a contemporary private practice setting.

DHYG 1315 Community Dentistry (2-3) (3 credits)

Study of the principles and concepts of community public health, dental health education and the evaluation of scientific literature with an emphasis on community assessment, educational planning, implementation, and evaluation. Laboratory emphasizes methods and materials used in teaching dental health education in various community settings.

DHYG 1319 Dental Material (2-2) (3 credits)

Study of dental materials including the physical and chemical properties and application of the various materials used in dentistry. Student experiences include manipulation of dental materials in the lab setting.

DHYG 1339 General and Oral Pathology (3-0) (3 credits)

General study of disturbances in human body development, diseases of the body, and disease prevention measures. Emphasis on the oral cavity and associated structures.

DHYG 1431 Preclinical Dental Hygiene (2-6) (4 credits)

Foundational knowledge for performing clinical skills on patients. Emphasis on principles, procedures, and professionalism for performing comprehensive oral prophylaxis, and current practices in infection control and hazard communication complying with OSHA Bloodborne Pathogen Standards.

DHYG 2201 Contemporary Dental Hygiene Care I (2-0) (2 credits)

Introduction to dental hygiene care for the medically or dentally compromised patient. Emphasis is placed on supplemental instrumentation techniques and treatment planning for patients with special needs.

DHYG 2231 Contemporary Dental Hygiene Care II (2-0) (2 credits)

A continuation of dental hygiene care for the medically or dentally compromised patient with emphasis on advanced instrumentation techniques.

DHYG 2360 Clinical II—Dental Hygienist (0-16) (3 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

DHYG 2362 Clinical III—Dental Hygienist (0-16) (3 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

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Diagnostic Medical Sonography DMSO

The sixteen-month associate in applied science degree is designed to prepare skilled professionals to perform diagnostic examinations, as requested by a physician, using high frequency sound waves to visualize soft tissue structures. Sonographers work in hospitals, clinics, and doctors' offices.

After successful completion of the prerequisites, the student will be eligible to apply and compete with other applicants for acceptance into the program. Enrollment is limited. Students who complete the sixteen-month curriculum will be awarded an associate in applied science degree.

All required and prerequisite courses must be completed with a grade of "C" or better. In addition, all anatomy and physiology classes must have been taken within the last five years. A minimum grade of 75% is required in all diagnostic medical sonography courses (DMSO). The student who does not earn the minimum score may not be allowed to progress in the program.

Students who successfully complete the curriculum are eligible to challenge the American Registry of Diagnostic Medical Sonographers (ARDMS) examination in general physics, abdominal, and OB/GYN sonography. The sixteen-month general sonography portion of the program is fully accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). For additional information, see the Selected Admission section of this *Catalog*.

Graduates from the sixteen-month associate in applied science (AAS) portion of the program will be eligible to apply for the Advanced Certificate option in Vascular Technology, consisting of an additional four months of formal instruction. Students who complete the curriculum are eligible to challenge the American Registry of Diagnostic Medical Sonographers (ARDMS) examination in Vascular Technology and Vascular Physics. Applicants to this program must be graduates of a Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited school in diagnostic medical sonography or credentialed Diagnostic Medical Sonographers. Students who are currently enrolled in the AAS degree plan will be given preference. It is strongly recommended that students complete both the associate in applied science degree portion of the program and the Advanced Certificate option of the program. The Vascular Technology certificate portion of the program will be available each spring.

DMSO 1210 Introduction to Sonography (2-0) (2 credits)

Introduction to the profession of sonography and the role of the sonographer. Emphasis on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession.

DMSO 1266 Practicum I—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-20) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

DMSO 1267 Practicum II—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-20) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

DMSO 1302 Basic Ultrasound Physics (3-0) (3 credits)

Basic acoustical physics and acoustical waves in human tissue. Emphasis on ultrasound transmission in soft tissues, attenuation of sound energy, parameters affecting sound transmission, and resolution of sound beams.

DMSO 1342 Intermediate Physics (3-0) (3 credits)

Continuation of Basic Ultrasound Physics. Includes interaction of ultrasound with tissues, mechanics of ultrasound production and display. Various transducer designs and construction, quality assurance, bioeffects, and image artifacts. May introduce methods of Doppler flow analysis.

DMSO 1441 Abdominopelvic Sonography (3-4) (4 credits)

Study of normal cross-sectional anatomy and physiology of the abdominal/pelvic cavities as related to scanning techniques, transducer selection, and scanning protocols.

DMSO 2266 Practicum III—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-20) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

DMSO 2343 Advanced Ultrasound Principles and Instrumentation (3-2) (4 credits)

Advanced course emphasizing the theory and practice of ultrasound principles including advances in ultrasound technology.

DMSO 2345 Advanced Sonography Practices (3-0) (3 credits)

Advanced sonographic procedures, emerging ultrasound applications, and special topics. Review of previously covered material is included. Vascular methodology, case studies, and film critique are discussed.

DMSO 2353 Sonography of Superficial Structures (3-0) (3 credits)

Previously DMSO 2353 Sonography III

Detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.

DMSO 2367 Practicum IV—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-29) (3 credits) (Capstone Course)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

DMSO 2441 Sonography of Abdominopelvic Pathology (3-2) (4 credits)

Pathologies and disease states of the abdomen and pelvis as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Emphasizes endocavitary sonographic anatomy and procedures including pregnancy.

DMSO 2505 Sonography of Obstetrics/Gynecology (4-2) (5 credits)

Detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols.

DSVT 1103 Introduction to Vascular Technology (1-0) (1 credit)

Introduction to basic non-invasive vascular theories. Emphasize image orientation, transducer handling, and identification of anatomic structures.

DSVT 1166 Practicum I—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-16) (1 credit) (8 weeks)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

DSVT 1167 Practicum II—Diagnostic Medical Sonography/Sonographer and Ultrasound Technician (0-16) (1 credit) (8 weeks)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

DSVT 1300 Principles of Vascular Technology (2-2) (3 credits) (8 weeks) Introduction to non-invasive vascular technology modalities. Includes 2D imaging, Doppler, plethysmography, and segmental pressures. Emphasis on performing basic venous and areterial imaging and non-imaging exams.

DSVT 2300 Vascular Technology Applications (2-2) (3 credits) (8 weeks) Non-invasive vascular technology. Includes 2–D imaging, Doppler, plethysmography, and segmental pressures. Emphasizes protocols for performing basic venous and arterial imaging and non-imaging exams.

DSVT 2318 Non-Invasive Peripheral Vascular Evaluation (2-2) (3 credits) (8 weeks) Previously listed as DSVT 2418 Vascular Technology Evaluation of Pathology I. Application of peripheral non-invasive vascular technology for the evaluation and quantification of peripheral vascular diseases. Modalities include venous and arterial duplex and physiologic testing.

DSVT 2330 Non-Invasive Cerebral Vascular Evaluation (2-2) (3 credits) (8 weeks)

Previously listed as DSVT 2330 Vascular Technology Evaluation of Pathology II. Non-invasive technology for the evaluation and quantification of cerebrovascular disease. Modalities include carotid duplex, periorbital Doppler, and transcranial Doppler.

Drafting

(See Engineering Design Technology)

Economics

Students majoring in economics must see a Tyler Junior College academic advisor for help in completing a course plan.

ECON 2301 Principles I Macroeconomics (3-0) (3 credits) (CB4506015125)

An examination of fundamental economic concepts and principles including macro-economic theory, national income, employment, monetary policy, fiscal policy and international trade. This course is also offered via Telecourse (videotape check-out) or Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

ECON 2302 Principles II Microeconomics (3-0) (3 credits) (CB4506015125)

A study of contemporary economic issues and problems including micro-economic theory, value and price determination, revenues and costs, market structure and income distribution. This course is also offered via Telecourse (videotape check-out) or Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

Need More Information?

Visit our Web site @ www.tjc.edu or call 1–800–687–5680

Education

The Education Program offers courses leading to completion of associate of arts degrees in teaching. The associate of arts in teaching (AAT) is a specialized academic associate degree program designed to transfer in its entirety to a baccalaureate program that leads to initial Texas teacher certification. The AAT has three possible degree plans. The 1st Curricula leads to initial Texas teacher certification in EC-4 Generalist (all specializations except the early childhood specialization), EC-4 Bilingual Generalist, EC-4 ESL Generalist, 4-8 Generalist, 4-8 Bilingual Generalist, 4-8 ESL Generalist, all 4-8 content areas, and EC-12 Special Education. The 2nd Curricula leads to initial Texas teacher certification in all 8-12 content areas and selected EC-12 content areas. The 3rd Curricula leads to initial Texas teacher certification in the EC-4 Early Childhood Degree Specialization only.

(See the College Preparatory Studies course descriptions for EDUC 1300 Theories and Applications of Learning)

EDUC 1301 Introduction to the Teaching Profession (3-0-1) (3 credits) (CB1301015109)

Active recruitment and institutional support of students interested in a teaching career, especially in high need fields; provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations; and provides students with support from college and school facility, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course includes a 16 contact hour field experience, which must be in P-12 schools.

EDUC 1325 Principles and Practices of Multicultural Education (3-0-0) (3 credits) (CB1301015209)

An examination of the unique curriculum needs of children from diverse cultures. It focuses on teaching methods and materials, including the study of customs, traditions and historical background events affecting lifestyles and behavior patterns among diverse cultural groups and on societal factors that influence culture and the decisions educators must make in designing and using curriculum, teaching strategies, and materials needed to enhance the learning environment in schools today.

EDUC 2301 Introduction to Special Populations (3-0-1) (3 credits) (CB1310015109) Introduces learning theory and provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic, and academic diversity and equity with an emphasis on factors that facilitate learning; and provides students with opportunities to participate in early field observations of P-12 speical populations. Course includes a 16 contact hour field experience, which must be with special populations in P-12 schools.

TECA 1303 Family, School and Community (3-0-1) (3 credits) (CB1301015209)

This course is a study of the child, family, community, and schools, including parent education and education and involvement, family and community lifestyles, child abuse, and current family life issues. Course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and includes a 16 contact hour field experience.

See page 28 for course numbering system.

TECA 1311 Educating Young Children (3-0-1) (3 credits) (CB1312025109)

An introduction to the education of the young child, including developmentally appropriate practices and programs, theoritical and historical perspectives, ethical and professional responsibilities, and current issues. Couse requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and includes a 16 contact hour field experience.

TECA 1318 Wellness of the Young Child (3-0-1) (3 credits) (CB1301015309)

A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices; and focuses on local and national standards and legal implications of relevant policies and regulations. Course requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations; and includes a 16 contact hour field experience.

TECA 1354 Child Growth and Development (3-0-0) (3 credits) (CB1312025209)

A study of the physical, emotional, social, and cognitive factors that have an impact on growth and development of children through adolescence. The focus in on physical, cognitive, social, and emotional domains of development wih emphasis on determining teacher roles, the preferred learning environment, and appropriate learning content for meeting individual differences and cultural diversities of young children.

Emergency Medical Service Professions Program EMSP

The Emergency Medical Service Professions Program offers courses for state and/or national certification and for a two-year associate degree in applied science.

The student will be eligible to apply for certification as an emergency medical technician and as a licensed paramedic. Rules governing levels of certifications are now being revised by the Texas State Department of Health Services, the certifying and licensing agency in Texas; therefore, offerings are subject to change as required by law. Always consult an advisor or the director of the EMSP program prior to enrollment.

All courses of the Emergency Medical Service Professions curriculum are approved by the certifying and licensing organization, the Texas Department of State Health Services, Bureau of Emergency Management.

All courses of the Emergency Medical Service Professions Program curriculum must be completed with a "C" or better to be eligible to take state board examinations and/or National Registry of Emergency Medical Technicians examinations. A "C" average in the EMT-Basic certificate curriculum is required for acceptance into the A.A.S. Paramedic curriculum program.

Credit by exam for EMSP students is determined on an individual basis and requires approval by the dean and the department chair. Interested students should contact the EMSP department chair for information on qualifying criteria.

Enrollment in this program may be limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

EMSP 1145 Basic Trauma Life Support for Paramedics and Advanced EMS Providers (0-3) (1 credit)

Intense skill development in emergency field management, systematic rapid assessment, resuscitation, packaging, and transportation of patients. Includes experience necessary to meet initial certification requirements.

EMSP 1149 Pre-Hospital Trauma Life Support (0-3) (1 credit)

Intense skill development in emergency field management, systematic rapid assessment, resuscitation, packaging, and transportation of patients. Includes experience necessary to meet initial certification requirements.

EMSP 1166 Practicum-EMT (0-0-7) (1 credit)

EMSP 1167 Paramedic Practicum (0-0-7) (1 credit)

EMSP 1168 Paramedic Practicum II (0-0-7) (1 credit)

EMSP 1169 Paramedic Practicum III (0-0-8) (1 credit)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

EMSP 1191 Special Topics (1-0) (1 credit)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

EMSP 1205 Emergency Care Attendant (1-3) (2 credits)

First responder course in emergency medical care. Emphasis on requirements of national and state accrediting agencies.

EMSP 1355 Trauma Management (2-2) (3 credits)

A detailed study of the knowledge and skills in the assessment and management of patients with traumatic injuries.

EMSP 1338 Introduction to Advanced Practice (3-1) (3 credits)

An exploration of the foundations necessary for mastery of the advanced topics of clinical practice out of the hospital.

EMSP 1356 Patient Assessment and Airway Management (2-3) (3 credits)

A detailed study of the knowledge and skills required to perform patient assessment and airway management.

EMSP 1501 Emergency Medical Technician-Basic (4-4) (5 credits)

Introduction to the level of Emergency Medical Technician (EMT)—Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized services.

EMSP 2135 Advanced Cardiac Life Support (0-2) (1 credit)

Skill development for professional personnel practicing in critical care units, emergency departments, and paramedic ambulances. Establishes a system of protocols for management of the patient experiencing cardiac difficulties.

EMSP 2166 Paramedic Practicum IV (0-0-7) (1 credit)

EMSP 2167 Paramedic Practicum V (0-0-7) (1 credit)

EMSP 2268 Paramedic Practicum VI (0-0-14) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

EMSP 2171 Pediatric Care (Local Needs) (0-2) (1 credit)

A course in a system of protocols for management of the pediatric patient experiencing difficulties in medical and/or trauma related emergencies.

EMSP 2243 Assessment Based Management (1-3) (2 credits)

The capstone course of the EMSP program. Designed to provide for teaching and evaluating comprehensive, assessment-based patient care management.

EMSP 2300 Methods of Teaching (2-2) (3 credits)

Instruction in teaching methodology for instructors of emergency medical services.

EMSP 2330 Special Populations (2-3) (3 credits)

A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in nontraditional populations.

EMSP 2338 Emergency Medical Services Operations (2-3) (3 credits)

A detailed study of the knowledge and skills to safely manage the scene of an emergency.

EMSP 2348 Emergency Pharmacology (2-4) (3 credits)

A comprehensive course covering all aspects of the utilization of medications in treating emergency situations. Course is designed to compliment Cardiology, Special Populations, and Medical Emergency courses.

EMSP 2434 Medical Emergencies (3-4) (4 credits)

A detailed study of the knowledge and skills in the assessment and management of patients with medical emergencies.

EMSP 2444 Cardiology (3-4) (4 credits)

A detailed study of the knowledge and skills in the assessment and management of patients with cardiac emergencies.

Engineering ENGR

A student majoring in engineering must see a Tyler Junior College academic advisor for help in completing a course plan.

The engineering program at Tyler Junior College is designed to meet the needs of the first two years of a four- or five-year engineering degree program.

In order for a student to follow a four-year program for a degree in engineering, it is desirable that the student take Calculus I with analytic geometry (Mathematics 2313) the first semester of the freshman year.

It is recommended that all engineering majors, except those with an unusually strong background in high school mathematics, take precalculus (Mathematics 2412) during the summer prior to the first semester of the freshman year. This should be done to provide an adequate background for calculus with analytic geometry.

A grade of "C" or better must be earned in order to continue in sequential mathematics courses.

ENGR 1101 Introduction to Engineering (1-0) (1 credit) (CB1401015110)

Fields and opportunities within the scope of professional work.

Prerequisite: Credit or registration in MATH 2412 or higher math.

ENGR 1304 Engineering Design Graphics I (2-4) (3 credits) (CB4801015102)

An introduction to the theory and practice of sketching, working drawings, pictorial drawings, dimensioning, and computer graphics while stressing line values, lettering, and industrial applications. (Designed for engineering majors)

ENGR 2105 Introductory Circuits for Engineers Lab (0-1) (1 credit) (CB1410017110)

The principle goals of the laboratory exercises are to reinforce the materials covered during the regular lecture section of the course.

Co-Requisite: ENGR 2305

ENGR 2301 Engineering Mechanics I (Statics) (3-0) (3 credits) (CB1411015210)

Newton's laws as applied to introductory rigid body statics and analysis of structures, frames and beams.

Prerequisites: Credit or registration for MATH 2414 and PHYS 2425.

ENGR 2302 Engineering Mechanics II (Dynamics) (3-0) (3 credits) (CB1411015310)

Newton's laws, work-energy, impulse momentum methods applied to kinematics and dynamics of particles, systems of particles and rigid bodies.

Prerequisites: ENGR 2301 and MATH 2414.

ENGR 2304 Computing for Engineers (3-1) (3 credits) (CB1102015207)

Algorithms, programs and computers in engineering applications with numerical analysis using C++ language.

Prerequisite: Credit or registration for MATH 2414.

ENGR 2305 Circuits I for Electrical Engineering (3-1) (3 credits) (CB1410015110)

Principles of electrical circuits and systems. DC, transient, and sinusoidal steady state analysis. For electrical and all other engineering majors.

Prerequisites: PHYS 2426

Engineering Design Technology EDT

High technology and personal computers have revolutionized the design processes of American industry. Technical designers use the PC to prepare clear, complete, and accurate working plans, detail drawings, sketches, illustrations, and charts. The Engineering Design Technology program provides the student the opportunity to study architectural, machine, pipe, and structural design. A one-year certificate of proficiency is available to students completing certain designated courses. After successful completion of the two-year program, the student receives the associate in applied science degree. A specialized program in process piping design is also available.

DFTG 1373 Process Piping Design III (2-4) (3 credits)

An advanced course in process piping design. Topics include developing process and instrumentation diagrams (P&IDs), process flow diagrams, mechanical flow diagrams, and utility flow diagrams.

Prerequisite: DFTG 1472

DFTG 1405 (CADD 1311) **Technical Drafting** (3-3) (4 credits)

Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, auxiliary views, and reproduction processes. Computer-aided drafting applications are used to illustrate processes used in the drafting industry.

Prerequisite: DFTG 1409 or concurrent enrollment.

DFTG 1409 (CADD 1431) **Basic Computer-Aided Drafting** (3-3) (4 credits)

An introduction to basic computer-aided drafting. Emphasis is placed on drawing setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinating systems; as well as input and output devices.

DFTG 1413 Drafting for Surveying and Mapping (3-3) (4 credits)

Description of theory and practice with drafting methods and the terminology required to prepare working drawings and maps in the surveying and mapping field. **Prerequisite:** Concurrent enrollment in DFTG 1409.

DFTG 1417 (CADD 2343) Architectural Drafting—Residential (3-3) (4 credits)

Architectural drafting procedures, practices, and symbols, including preparation of detailed working drawings for residential structure with emphasis on light frame construction methods.

Prerequisite: DFTG 1409

DFTG 1471 Process Piping Design I (3-3) (4 credits)

An introductory course in process piping design. Topics include piping terminology, functions of different piping equipment, using approved piping symbols, using piping specifications, different types of valves and pipe fittings, computing pipe dimensions using various pipe fittings and creating blocks for piping symbols for CAD.

DFTG 1472 Process Piping Design II (3-3) (4 credits)

An intermediate course in process piping design. Topics include reading flow diagrams, identifying instrumentation and flow diagram symbols, the logical order of flow diagrams, developing block symbols for flow diagrams, drawing sample flow diagrams with CAD and applying ANSI, OSHA, and EPA codes that govern piping.

Prerequisite: DFTG 1471

DFTG 2306 Machine Design (2-4) (3 credits)

Theory and practice of design. Projects in problem solving including, press fit, bolted and welded joints, and transmission components.

Prerequisite: DFTG 2402

DFTG 2323 (DFTG 2423) **Pipe Drafting** (2-4) (3 credits)

A study of pipe fittings, symbols, specifications and their applications to a piping process system. Creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics.

Prerequisite: DFTG 1405 and 1472.

DFTG 2340 Solid Modeling/Design (2-4) (3 credits)

A computer-aided modeling course. Development of three-dimensional drawings and models from engineering sketches and orthographic drawings and utilization of three-dimensional models in design work.

DFTG 2345 Advanced Pipe Drafting (2-4) (3 credits)

A continuation of pipe drafting concepts building on the basic principles acquired in pipe drafting.

Prerequisite: DFTG 2323

DFTG 2386 Internship—Drafting and Design Technology/Technician, General (0-10) (3 credits)

An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course may be repeated if topics and learning outcomes vary.

Prerequisite: 30 semester credit hours in DFTG courses or consent of the instructor.

DFTG 2402 (CADD 1432) Machine Drafting (3-3) (4 credits)

Production of detail and assembly drawings of machines, threads, gears, cams, tolerances and limit dimensioning, surface finishes, and precision drawings.

Prerequisite: DFTG 1409

DFTG 2412 (CADD 1321) **Technical Illustration and Presentation** (3-3) (4 credits)

Topics include pictorial drawing including isometrics, obliques, perspectives, charts and graphs, shading, and use of different media.

DFTG 2417 Descriptive Geometry (3-3) (4 credits)

Graphical solutions to problems involving points, lines, and planes in space. Includes developing the ability to visualize spatial relationships; develop sequential thinking, set patterns of analysis; and spatial visualization through problem solving.

Prerequisite: DFTG 1409 or concurrent enrollment.

DFTG 2430 Civil Drafting (3-3) (4 credits)

An in-depth study of drafting methods and principles used in civil drafting. Topics include interpreting field notes and developing maps and documents according to surveying industry standards.

Prerequisite: DFTG 1409 or 1413.

SCIT 1418 Applied Physics I (3-3) (4 credits)

An introduction to physics for students who have limited backgrounds in science and mathematics. Topics include motion, solid mechanics and fluid mechanics, properties of matter, heat, and thermodynamics.

Prerequisite: MATH 1314 or higher.

English

(See the College Preparatory Studies course descriptions for ENGL 0301, 0302, and 0303 College Preparatory English.)

NOTE: The prerequisite for enrollment in any college-level English course is a passing THEA (or alternative) writing test score or the completion of ENGL 0303 or its equivalent with a grade of "C" or higher AND a passing score on the reading section of the THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent. Other prerequisites may apply for individual courses.

ENGL 1111 Creative Writing Workshop (1-0) (1 credit) (CB2305015112)

This course focuses on incorporating and enhancing creativity in all types of writing. This is an elective course that will not substitute for any required English course.

ENGL 1301 Composition and Rhetoric (3-0) (3 credits) (CB2304015112)

Directed study of rhetorical principles through reading types of composition while developing the student's ability to think for himself and to express his thoughts in correct, clear language. May be taken through instructional television.

ENGL 1302 Composition and Rhetoric (3-0) (3 credits) (CB2304015112)

A continuation of writing principles emphasizing critical and analytical thinking through the study of literature as well as directed study in techniques of writing a research paper.

Prerequisite: ENGL 1301

ENGL 2289 Academic Cooperative—English (1-0-2) (2 credits) (CB2401035212)

An instructional program designed to integrate on-campus study with practical handson work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of English language and literature. (NOTE: An individual student may only accumulate a total of 3 credit hours selected

from ARTS 2289, COMM 2289, ENGL 2289, HIST 2289, PSYC 2289, SOCI 2289.)

ENGL 2307 Creative Writing (3-0) (3 credits) (CB2305015112)

Focuses on short fiction and/or poetry. Includes major writers, literary and technical genres and basics of publication. An elective course that will not substitute for any required English course.

Prerequisite: ENGL 1301

ENGL 2311 Technical Report Writing (3-0) (3 credits) (CB2311015112)

Techniques of objective reporting on technical material; principles of technical exposition and research, including format standards, audience analysis, graphics, and language; writing samples and components of technical reports, including abstracts, proposals, and manuals. Directed study of employment search, including résumé samples and interview guidelines.

Prerequisite: ENGL 1301

ENGL 2322 British Literature (3-0) (3 credits) (CB2308015112)

A survey of the major works, writers and themes of English literature beginning with Anglo-Saxon poetry and continuing through the eighteenth century emphasizing extensive reading and class discussions.

Prerequisites: ENGL 1302 or 2311.

ENGL 2323 British Literature (3-0) (3 credits) (CB2308015112)

A survey of the major works, writers and themes of English literature beginning with the Romantic period poetry and continuing to the twentieth century emphasizing extensive reading and class discussions.

Prerequisites: ENGL 1302 or 2311.

ENGL 2327 American Literature (ENGL 2326 in 92-93) (3-0) (3 credits) (CB2307015112)

A survey of representative writers and literary trends from the Colonial Period through the Romantic Period.

Prerequisites: ENGL 1302 or 2311.

ENGL 2328 American Literature (ENGL 2327 in 92-93) (3-0) (3 credits) (CB2307015112)

A survey of representative writers and literary trends from the Period of Realism to the present.

Prerequisites: ENGL 1302 or 2311.

ENGL 2332 World Literature (ENGL 2331 in 92-93) (3-0) (3 credits) (CB2303015212)

A study of the masterpieces of Western world literature from Homer through the Renaissance.

Prerequisites: ENGL 1302 or 2311.

ENGL 2333 World Literature (ENGL 2332 in 92-93) (3-0) (3 credits) (CB2303015212)

A study of the masterpieces of Western world literature from the Neoclassic Period to the twentieth century, advanced composition and formal research paper.

Prerequisites: ENGL 1302 or 2311.

ENGL 2352 Selected Studies in Literature (3-0) (3 credits) (CB2303015312)

Intensive reading in single areas unified by theme or disciplinary content with topic made available each semester prior to registration.

Prerequisite: Students without ENGL 1302 or 2311 credit must enroll in ENGL 1302 concurrently with this course.

ENGL 2353 Selected Studies in Literature (3-0) (3 credits) (CB2303015312)

Intensive reading in single areas unified by genre or major author with topic made available each semester prior to registration.

Prerequisite: ENGL 1301

English as a Second Language

ESOL 0311 ESL English I (3-0) (3 credits) (CB3201085712)

Development of controlled paragraphs using a variety of organizational structures and logic patterns of English. Introduces basic elements of English grammar.

ESOL 0312 ESL English II (3-0) (3 credits) (CB3201085712)

Process of paragraph writing and the characteristics of effective paragraph structure. Reviews grammar points from ESOL 0311 and introduces adverb, adjective and noun clauses.

ESOL 0313 ESL English III (3-0) (3 credits) (CB3201085712)

Modes of discourse in expository writing for academic purposes. Reviews grammar points from ESOL 0311 and ESOL 0312 and analyzes complex elements of those points.

ESOL 0321 ESL Reading I (3-0) (3 credits) (CB3201085612)

Specific reading comprehension skills, reading efficiency strategies, critical thinking skills, vocabulary expansion and the use of campus resources such as labs and libraries.

ESOL 0322 ESL Reading II (3-0) (3 credits) (CB3201085612)

Continuation of language development through reading comprehension and vocabulary building. Introduction of paragraph organization, idiom study and adaptation of reading rate for different purposes.

ESOL 0323 ESL Reading III (3-0) (3 credits) (CB3201085612)

Continuation of concepts taught in previous reading classes with more emphasis on reading skills and critical thinking skills relating to academic topics and literature.

ESOL 0331 ESL Listening/ Speaking I (3-0) (3 credits) (CB3201085512)

Development of public/academic speaking skills and the preparation of oral presentations requiring formal rhetorical skills. (Intonation and stress patterns are practiced.)

ESOL 0332 ESL Listening/ Speaking II (3-0) (3 credits) (CB3201085512)

Development of intermediate academic speaking skills through situational activities. Expressing ideas in small groups and learning to understand and react appropriately to ideas expressed by others.

Foreign Languages

A student majoring in foreign languages must see the foreign language department chair or an academic advisor for help in completing a course plan. A student having 2 years of a high school foreign language may receive up to 8 hours credit by CLEP. Contact the Tyler Junior College Testing Center.

French

FREN 1300 Conversational French I (3-0) (3 credits) (CB1609015413)

An introduction to French language and culture through conversational patterns using audio-visual and communicative materials with emphasis on oral performance; for beginning students.

FREN 1310 Conversational French II (3-0) (3 credits) (CB1609015413)

Basic practice in comprehension and production of the spoken language. A continuation of FREN 1300.

FREN 1411 Elementary French I (3-2) (4 credits) (CB1609015113)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

FREN 1412 Elementary French II (3-2) (4 credits) (CB1609015113)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. A continuation of FREN 1411.

Prerequisite: FREN 1411 or equivalent.

FREN 2311 Intermediate French I (3-0) (3 credits) (CB1609015213)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture.

Prerequisite: FREN 1412 or equivalent.

FREN 2312 Intermediate French II (3-0) (3 credits) (CB1609015213)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. A continuation of FREN 2311.

Prerequisite: FREN 2311 or equivalent.

German

GERM 1411 Elementary German I (3-2) (4 credits) (CB1605015113)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

GERM 1412 Elementary German II (3-2) (4 credits) (CB1605015113)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. A continuation of GERM 1411.

Prerequisite: GERM 1411 or equivalent.

Spanish

SPAN 1300† Conversational Spanish (3-0) (3 credits) (CB1609055413)

Basic practice in comprehension and production of the spoken language; for beginning students.

SPAN 1310† Conversational Spanish (3-0) (3 credits) (CB1609055413)

Basic practice in comprehension and production of the spoken language. This course offers an instructional television option.

SPAN 1411 (SPN 114) Elementary Spanish I (3-2) (4 credits) (CB1609055113)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture; for beginning students.

SPAN 1412 (SPN 124) Elementary Spanish II (3-2) (4 credits) (CB1609055113)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. A continuation of SPAN 1411.

Prerequisite: SPAN 1411 or equivalent.

†Student can only receive 6 hours maximum credit in Conversational Spanish.

SIGN LANGUAGE NOTE: Many colleges/universities (including Tyler Junior College) accept Sign Language (SGNL) classes as modern or foreign language. Students should check with their senior institution regarding transferability. For more information, see Sign Language course descriptions.

SPAN 2306 Conversational Spanish (3-0) (3 credits) (CB1609055413)

Basic practice in comprehension and production of the spoken language. A continuation of Spanish 1310. This course is only offered through instructional television. Only 6 semester hours of Conversional Spanish is permitted for the degree program.

SPAN 2311 (SPN 213) Intermediate Spanish I (3-0) (3 credits) (CB1609055213)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. The electronic submission of a cultural-historical, on-line project is required. Conducted mainly in Spanish.

Prerequisite: SPAN 1412 or equivalent.

SPAN 2312 (SPN 223) Intermediate Spanish II (3-0) (3 credits) (CB1609055213)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. Includes a novel of a major Hispanic author. Conducted mainly in Spanish. A continuation of SPAN 2311.

Prerequisite: SPAN 2311 or equivalent.

SPAN 2316 Career Spanish I for Health Professionals

(3-0) (3 credits) (CB1609055413)

Basic practice in comprehension and production of the spoken language. An introductory course for health professionals providing essential insight into the cultural make-up of Spanish speakers while manipulating medical terminology in a cultural context.

SPAN 2317 Career Spanish II for Educators (3-0) (3 credits) (CB1609055413)

Basic practice in comprehension and production of the spoken language for future elementary teachers of Spanish speakers.

Forestry

A student majoring in forestry must see a Tyler Junior College academic advisor for help in completing a course plan.

Forestry is the scientific management of forest lands for the continuous production of goods and services. Through application of knowledge, forestry enhances as well as maintains and protects forest environments. The field of forestry encompasses timber, water, wildlife, range and recreation resources as well as aesthetic values associated with forestlands. As managers, foresters are among the first conservationists to directly improve the quality of the forested environment.

FORE 1301 Introduction to Forestry (2-3) (3 credits) (CB0305069101)

Introduction to forest plant and animal communities and the importance of forest resource management. (Field trips required)

FORE 1314 Dendrology (2-3) (3 credits) (CB0305069101)

Identification, distribution and silvicultural characteristics of angiosperms and gymnosperms. (Field trips required)

FORE 2309 Forest Ecology (2-3) (3 credits) (CB0305019101)

Climate, edaphic and biotic factors, and their relation to woody plant growth and development. (Field trips required)

Geography

A student majoring in geography must see a Tyler Junior College academic advisor for help in completing a course plan.

GEOG 1303 World Geography (3-0) (3 credits) (CB4507015325)

Studies the earth, its climatic regions, the relation of human activities to physical environments and major cultural divisions; special emphasis on selected regions and countries. This course is also offered through the Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

Geology

A student majoring in geology must see a Tyler Junior College academic advisor for help in completing a degree plan. Other geology courses offered on demand: mineralogy, petrology, geomorphology and invertebrate paleontology.

GEOL 1401 Earth Science (3-3) (4 credits) (CB4007035103)

Studies physical geologic processes modifying the earth's surface and historically retraces the physical and life history of the earth. Lab work includes the study of minerals, rocks and fossils. Especially suited for education majors.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

GEOL 1403 Physical Geology (3-3) (4 credits) (CB4006015103)

Reviews physical geology processes modifying the earth's surface, materials and features of the earth's crust with lab work in map reading, identification of rocks and minerals.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

GEOL 1404 Historical Geology (3-3) (4 credits) (CB4006015103)

Historical geology: history of the earth through geologic times revealed by rocks and fossils and the origin and development of plant and animal life.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

GEOL 1405 Environmental Geology (3-3) (4 credits) (CB0301025301)

A study of the interrelation of man and his geologic environment; includes current topics related to the conservation and utilization of natural resources.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

Numbering of Courses

The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore)

Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Government

A student majoring in government must see a Tyler Junior College academic advisor for help in completing a course plan.

GOVT 2107 The Texas Constitution and Government

(1-0) (1 credit) (CB4510025225)

This course is in partial satisfaction of the statutory government requirement. It studies the Texas Constitution, and its governing structure and procedures created by it. It is available only to students with six semester credit hours of government or political science, in none of which was the Texas Constitution studied. Registration is by academic advisor only.

Prerequisite: Six semester credit hours of government/political science and successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

GOVT 2305 American Government (3-0) (3 credits) (CB4510025125)

A functional study of the American constitutional governmental system, of the origins, developments and present-day problems of the national government and of the rights, privileges and obligations of citizenship. This course is also offered through Telecourse (videotape check-out) and Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

GOVT 2306 American State Government (3-0) (3 credits)(CB4510025125)

Areas of study indicate the nature, organization and general principles of state and local governments within the United States and Texas constitutional framework with particular attention to these forms in Texas. This course is also offered through Telecourse (videotape check-out) and Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

GOVT 2289 Turkey in the Middle East: Islam, Oil and Democracy (2-0) (2 credits) (CB4501015125)

This two-hour course will be conducted over a fifteen day period for eight hours per day in Turkey. To study the various social institutions in modern Turkey with special reference to the economy, education, politics, and social life. To develop an appreciation of the vastness of Turkey's cultural heritage; To learn about various forms of art, architecture, and rich history of 13 successive civilizations including Greek/Roman, Islamic and Ottoman Empires; To understand Early Christianity and Islamic institutions and the role of religion in the everyday life of the people; To study Turkish secular democracy within the context of tradition, modernity, and change; To study concurrently both the history of the Middle East and the history of Western Civilization and the intricate relationship between the two.

Can't Find It?

Check the appendix pages in the back of this Catalog.

GOVT 2389 Turkey in the Middle East: Islam, Oil and Democracy (3-4) (3 credits) (CB4501015125)

This three-hour credit course will be conducted over an eight day period for eight hours per day in Turkey. To study the various social institutions in modern Turkey with special reference to the economy, education, politics, and social life. To develop an appreciation of the vastness of Turkey's cultural heritage; To learn about various forms of art, architecture and rich history of 13 successive civilizations including Greek/Roman, Islamic and Ottoman Empires; To understand Early Christianity and Islamic institutions and the role of religion in the everyday life of the people; To study Turkish secular democracy within the context of tradition, modernity, and change; To study concurrently both the history of the Middle East and the history of Western Civilization and the intricate relationship between the two.

Graphic Arts/Photography GRAA

Students completing this program may receive a certificate of proficiency or the Associate's degree in Applied Science. The AAS degree plan is a two-year postsecondary technical program designed to meet the needs of the student desiring to enter the field of visual communications, graphic arts, or commercial photography.

ARTC 1302 Digital Imaging I (2-4) (3 credits)

Digital imaging using raster image editing and/or image creation software; scanning resolution, file formats, output devices, color systems, and image-acquisitions. Adobe Photoshop is the primary software with iPhoto also being covered. Students learn to operate various scanners and digital cameras and upload images from the camera to manipulate in Photoshop.

Prerequisite: GRPH 1359

ARTC 1305 Basic Graphic Design (3-0) (3 credits)

Graphic design with emphasis on the visual communication design process. Topics include basic terminology and graphic design principles.

ARTC 1313 Digital Publishing I (2-4) (3 credits)

The fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout. Adobe InDesign is the primary software. This course also introduces basic scanning and input from digital cameras. Students learn to output to various printer devices and prepare to output to service bureaus.

ARTC 1394 Special Topics in Animation, Interactive Technology, Video Graphics and Special Effects (2-4) (3 credits) For Gaming Majors only.

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Students learn advanced features of Adobe Photoshop in order to create multiple types of game backgrounds.

Prerequisite: ARTC 1305 or concurrent enrollment.

ARTC 2305 Digital Imaging II (2-2) (3 credits)

Principles of digital image processing and electronic painting. Emphasis on bitmapped or raster-based image marking and the creative aspects of electronic illustration for commercial and fine art applications. Students learn advanced features of Adobe Photoshop in addition to animation utilizing Adobe ImageReady. Introduction to video equipment and video editing utilizing iMovie Software.

Prerequisite: ARTC 1302

ARTC 2313 Digital Publishing II (2-4) (3 credits)

Layout procedures from thumbnails and roughs to final comprehensive and printing; emphasis on design principles for the creation of advertising and publishing materials, and techniques for efficient planning and documenting projects. Advanced design concepts include the design of 2d and 3d surfaces. The students create and finalize projects using Adobe InDesign, Illustrator, and Photoshop appropriately.

Prerequisite: ARTC 1313

ARTC 2348 Digital Publishing III (2-4) (3 credits)

A project-based page layout course from concept to completion addressing design problems, preflight of files, color separations, and trapping techniques. Adobe InDesign is used to create complex projects.

Prerequisite: ARTC 1313

GRPH 1359 (GRAA 1328) Vector Graphics for Production (2-4) (3 credits)

A study and use of vector graphics for production. Mastery of the tools and transformation options of an industry standard draw program to create complex illustrations and follow them through to the color output stage. Mastery in the use of basic elements of good layout and design principles and use of the capabilities specific to vector (object oriented) drawing software to manipulate both text and graphics with emphasis on the use of Bezier curves. Acquisition of images via scanning and the creative use of clip art are included. Adobe Illustrator is the primary software.

Prerequisite: ARTC 1313-Graphic Arts majors; ARTC 1394-Gaming majors.

GRPH 2336 Prepress Techniques (2-4) (3 credits)

Hands-on experiences in both electronic file imaging and traditional graphics camera use. Electronic file output and troubleshooting, graphics camera knowledge, traditional film assembly, and proofing process. High-end color scanning. Advanced Photoshop techniques are used to produce images for this course. Field trips are taken to local service bureaus.

Prerequisite: ARTC 1313 and 1305.

IMED 1301 Introduction to Multimedia (2-2) (3 credits)

A survey of the theories, elements, and hardware/software components of multimedia. Topics include digital image editing, digital sound and video editing, animation, Web page development, and interactive presentations. Emphasis on conceptualizing and producing effective multimedia presentations. Students learn animation using Flash along with movie/video creation utilizing iMovie software.

IMED 1316 Web Page Design I (2-4) (3 credits)

Instruction in Web page design and related graphic design issues including mark-up languages, Web sites, and browsers. Dreamweaver is the primary software and Flash is used for web animation.

Prerequisites: ARTC 1302

IMED 2311 Portfolio Development (2-4) (3 credits)

Emphasis on preparation and enhancement of portfolio to meet professional standards, development of presentation skills, and improvement of job-seeking techniques. Students will choose from a variety of software packages to create a digital portfolio. Programs include Keynote, ProView, Photoshop, Dreamweaver, etc. This is a CAPSTONE course.

Prerequisite: Course should be taken in last semester of degree or certificate program.

See page 28 for Course Numbering System.

PHTC 1300 Photo Digital Imaging I (2-2) (3 credits)

Computer and software instruction for electronic imaging. Includes color, grayscale, image conversion, presentation, and ethics. The operation of digital cameras and scanners utilizing iPhoto and other imaging software. Adobe Photoshop is the primary software used.

PHTC 1311 Fundamentals of Photography (2-4) (3 credits)

An introduction to camera operation and image production, composition, supplemental lighting, and use of exposure meters and filters. Traditional black and white darkroom techniques are used and digital imaging is presented.

PHTC 1341 Color Photography I (2-4) (3 credits)

Examination of color theory as it applies to photography. Emphasis on color concepts and the intricacies of seeing and photographing in color using traditional methods as well as digital. Using Photoshop, iPhoto, and other image transfer software.

Prerequisite: PHTC 2301

PHTC 1343 Expressive Photography (2-4) (3 credits)

A study of formal, professional, and individual uses of photography by applying photographic technology to personalized needs. Emphasis on creative visual thinking and problem solving and the exploration of photographic vision. Using traditional and digital photography as well as remote image capture, Photoshop, iPhoto, and other scanning and image transfer software.

Prerequisite: PHTC 2301

PHTC 1345 Illustrative Photography I (2-4) (3 credits)

Instruction in the technical aspects involved in commercial photography. Topics include lighting equipment, techniques of production photography, reproduction principles, illustrative techniques, and advertising. Other topics include traditional and digital imaging with emphasis on lighting techniques and Photoshop manipulation.

Prerequisite: PHTC 2301

PHTC 1351 Photojournalism I (2-4) (3 credits)

Presentation of photographic techniques used by photojournalists in newspapers, magazines, and trade publications including news, feature, sports, editorial portraits, and photo essays. Includes a study of layout design and the freelance market. Digital photography with Adobe InDesign, Photoshop, iPhoto, and image transfer software is used

Prerequisite: PHTC 1300 or concurrent enrollment.

PHTC 1353 Portraiture I (2-4) (3 credits)

A study of the photographic principles applied to portrait lighting, posing, printing, and subject rapport. Using traditional and digital photography as well as remote image capture, Photoshop, iPhoto, and other image transfer software.

Prerequisite: PHTC 1311

PHTC 1391 Special Topics in Commercial Photography (2-4) (3 credits)

Topics address recently identified current events, skills, knowledge, attitudes, and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Using traditional and digital photography as well as remote image capture, Photoshop, iPhoto, and other scanning and image transfer software.

Prerequisite: PHTC 2301

PHTC 2301 Intermediate Photography (2-4) (3 credits)

Continuation of "Fundamentals of Photography." Emphasizes social, portrait, studio, fashion, theatrical, publicity, and event photography. A study of advanced black and white exposure and printing techniques, including archival processing. Introduction to a variety of camera formats and digital photography equipment.

Prerequisite: PHTC 1311

PHTC 2342 Fashion Photography (2-4) (3 credits)

An exploration of fashion photography in terms of trends and techniques included in studio and location work. With an emphasis on model direction and lighting control. Traditional color, black and white, and digital photography. Using Photoshop, iPhoto, and other image transfer software.

Prerequisite: PHTC 1311

PHTC 2345 Illustrative Photography II (2-4) (3 credits)

A continuation of the study of commercial photographic principles with emphasis on enhancing technical and creative quality. Traditional and digital photography as well as remote image capture, Photoshop, iPhoto, and other scanning and image transfer software is taught.

Prerequisite: PHTC 1345

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed *Registration Guide* OR online at www.tjc.edu.

Health and Kinesiology

Athletic Training Option HKAT Health Studies Option HKHS Kinesiology Option HKKN Outdoor Leadership Option HKOL

A student majoring in health and/or kinesiology must see a Tyler Junior College academic advisor for help in completing a degree plan.

The purpose of health and kinesiology education is to provide the first two years of a bachelor's degree. Students who pursue this major may become professionals in careers related to kinesiology, sport sciences, health, and athletic training.

The Certified Athletic Trainer is a highly educated and skilled professional specializing in athletic health care. In cooperation with physicians and other allied health personnel, the athletic trainer functions as an integral member of the athletic health care team in secondary schools, colleges and universities, sports medicine clinics, professional sports programs and other athletic health care settings.

The NATA (National Athletic Trainers' Association) has set forth a core curruculum meant to prepare a student for a career in athletic training. These courses include nutrition, prevention and care of athletic injuries, anatomy and physiology, personal/community health, first aid/CPR, and athletic practicum. The Tyler Junior College Athletic Training program articulates to senior colleges that offer an accredited bachelor of science degree in athletic training.

Enrollment in the Tyler Junior College Athletic Training program is limited. Students should contact the Head Athletic Trainer for application information.

INJURY DISCLAIMER—The College will not pay for medical expenses incurred by a student injured in a class-related activity.

KINE 1101 (PHED 1101) Physical Fitness and Health Concepts (1-2) (1 credit) (CB3601085123)

Practical concepts of health-related fitness including benefits of proper nutrition, exercise, personal well-being, and adverse effects of drug abuse; individual fitness assessments and development of a personal well-being program required of all students.

Health and Kinesiology activity courses are offered in these areas:

KINE 1102 (PHED 1102) **Athletics Conditioning** (0-3) (1 credit) (CB3601085123) Conditioning for first semester, freshman year of extracurricular activities such as varsity football, basketball, tennis, Apache Band, cheerleaders, soccer, volleyball, baseball, golf, and athletic trainer.

KINE 1103 (PHED 1103) Athletics Conditioning (0-3) (1 credit) (CB3601085123)
Conditioning for second semester, freshman year of extracurricular activities such as varsity football, basketball, tennis, Apache Band, cheerleaders, soccer, volleyball, baseball, golf, and athletic trainer.

KINE 1104 (PHED 1104) Physical Conditioning (0-3) (1 credit) (CB3601085123) The course will develop aerobic endurance, muscular strength and flexibility.

KINE 1105 (PHED 1105) Non-Swimmers (0-3) (1 credit) (CB3601085123)

A beginning level swimming class designed for students who are not able to swim; successful students will achieve at least the A.R.C. Beginning Swim level.

KINE 1106 (PHED 1106) Intermediate Swimming (0-3) (1 credit) (CB3601085123)

Designed for students with some deep water swimming ability; focuses on basic stroke improvement; successful students will achieve at least the A.R.C. Intermediate Swim level.

KINE 1107 (PHED 1107) Tennis I (0-3) (1 credit) (CB3601085123)

Tennis is an individual as well as partner sport skill course. The emphasis of this course is in instruction and practice of beginning tennis techniques and skills. The student will be introduced to the rules, strategy, and safety aspects needed to enjoy the game of tennis.

KINE 1112 Horsemanship I (0-3) (1 credit) (CB3601085123)

An experiential course with emphasis on the instruction and practical aspects of basic skills, safety, concepts, and equipment commonly associated with owning, caring for, and enjoying horse related activities. Topics include tack selection, care and use, grooming, and general care and feeding, as they apply to keeping and/or caring for a horse. Special emphasis will be given to developing proper riding skills and techniques. Additional fee is required.

KINE 1125 (PHED 1125) Water Exercise I (0-3) (1 credit) (CB3601085123)

Beginning Water Exercise is an introductory course which is designed to introduce the student to basic fitness concepts and exercises which can be accomplished in the water. The course involves the concepts of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.

KINE 1126 (PHED 1126) Water Exercise II (0-3) (1 credit) (CB3601085123)

Intermediate Water Exercise is a continuation of the introductory Water Exercise Course. The student will continue to learn additional fitness concepts and water exercises. The course includes the topics of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.

KINE 1140 Outdoor Recreation I (0-3) (1 credit) (CB3601085123)

Basic level skills in various outdoor recreational pursuits are presented as well as etiquette, safety, strategy and conditioning activities where appropriate. Basic principles and function of recreation in American society are covered.

KINE 1141 Special Topics in Lifetime Activities I (0-3) (1 credit) (CB3601085123)

Basic level skills in various lifetime sports/activities are presented. Rules, etiquette, safety, strategy, offensive and defensive elements, and conditioning activities where appropriate.

KINE 1142 Rock Climbing I (0-3) (1 credit) (CB3601085123)

An outdoor activity course designed to teach the basic skills, safety techniques, concepts, and equipment used in rockclimbing. Additional fee is required.

KINE 1143 Outdoor Adventure Programs (0-3) (1 credit) (CB3601085123)

An outdoor adventure course that explores the concepts of group dynamics through participation in adventure activities. Emphasis is on the instruction and practice of basic outdoor skills as they apply to a variety of adventure activities. Additional fee is required.

Co-requisite: KINE 1328

KINE 1144 Paddlesports I (0-3) (CB3601085123)

An outdoor activity course designed with emphasis on instruction, safety, and practice in the basic skills, concepts, and equipment used in flatwater and whitewater canoeing, kayaking and/or rafting. Additional fee is required.

KINE 1145 Backcountry Expeditioning I (0-3) (CB3601085123)

An experiential outdoor adventure course with emphasis on the instruction and practical aspects of basic skills associated with extended travel and living in remote and/or wilderness environments. Topics include group dynamics, nutrition, health and sanitation, navigation, and specialized travel techniques. Additional fee is required.

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- KINE 1150 Belle Conditioning (0-4) (1 credit) (CB3601145130) Conditioning for first semester, freshman year of Apache Belles.
- KINE 1151 Belle Conditioning (0-4) (1 credit) (CB3601145130) Conditioning for second semester, freshman year of Apache Belles.
- KINE 2101 (PHED 2101) Athletics Conditioning (0-3) (1 credit) (CB3601085123) Conditioning for first semester sophomore year of extracurricular activities such as varsity football, basketball, tennis, Apache Band, cheerleaders, soccer, volleyball, baseball, golf, and athletic trainer.
- KINE 2102 (PHED 2102) Athletics Conditioning (0-3) (1 credit) (CB3601085123) Conditioning second semester for sophomore year of extracurricular activities such as varsity football, basketball, tennis, and Apache Band, cheerleadering, soccer, volleyball, baseball, golf, and athletic training.
- KINE 2103 (PHED 2103) Tennis II (0-3) (1 credit) (CB3601085123)

 Tennis II is an individual as well as partner skill course. The emphasis of this course is in instruction and practice of intermediate tennis skills and techniques. The student will learn and use intermediate tennis strategies.
- KINE 2105 (PHED 2105) Scuba I (0-3) (1 credit) (CB3601085323)

 Leads to PADI certification which will enable the rental of scuba gear. Additional fee is required.
- KINE 2108 (PHED 2108) Basketball I (0-3) (1 credit) (CB3601085123)

 Basketball I is a beginning basketball skills course. The emphasis of this course is in instruction and practice of beginning basketball techniques and skills. The student will be introduced to the rules, strategy, and safety aspects needed to enjoy playing basketball.
- KINE 2109 (PHED 2109) Weight Training I (0-3) (1 credit) (CB3601085123) Instruction with emphasis on participation in specific activities. Weight Training I is a fitness course. Students participate in a beginning level muscular strength and endurance program. Students will be introduced to multiple exercises for each muscle group, various workout organizations, proper training principles and techniques. Flexibility exercises are also presented. This activity course stresses the health and fitness concepts of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.
- KINE 2111 (PHED 2111) Soccer I (0-3) (1 credit) (CB3601085123) Introduction to soccer covering position, basic rules, and basic ball skills.
- KINE 2112 Horsemanship II (0-3) (1 credit) (CB3601085123)

 An experiential course with emphasis on the instruction and

An experiential course with emphasis on the instruction and practical aspects of advanced skills, safety, concepts, and equipment commonly associated with owning, caring for, and enjoying horse related activities. Topics include tack selection, care and use, grooming, and general care and feeding, as they apply to keeping and/or caring for a horse. Special emphasis will be given to developing proper riding skills and techniques. Additional fee is required.

KINE 2113 (PHED 2113) Golf I (0-3) (1 credit) (CB3601085123)

Golf is an individual sports skill course. The emphasis of this course is in instruction and practice of beginning golf techniques and skills. The student will be introduced to the rules, strategy, scoring, and safety aspects needed to enjoy the game of golf.

KINE 2114 (PHED 2114) Aerobic Exercise I (0-3) (1 credit) (CB3601085123)

Aerobic Dance I is an introductory course designed to introduce the student to basic fitness concepts, exercise and dance steps, and learn proper assessment procedures. The course involves the concepts of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.

KINE 2115 (PHED 2115) Swim Conditioning I (0-3) (1 credit) (CB3601085123)

Designed for students who are using swimming to achieve physical fitness; covers basic physical fitness concepts and assumes at least A.R.C. Intermediate Swimming level.

KINE 2116 (PHED 2116) Volleyball I (0-3) (1 credit) (CB3601085123)

Volleyball is a team sports skills course. The emphasis of this course is the instruction and practice of beginning volleyball techniques and skills. The student will be introduced to the rules, offensive and defensive strategies, and safety aspects needed to enjoy playing volleyball.

KINE 2117 (PHED 2117) Racquetball I (0-3) (1 credit) (CB3601085123)

Racquetball is an individual skills course. The emphasis of this course is in instruction and practice of beginning racquetball techniques and skills. The student will be introduced to the rules, strategy, and safety aspects needed to enjoy playing racquetball.

KINE 2118 (PHED 2118) Bowling I (0-3) (1 credit) (CB3601085123)

Introduction to bowling; covers rules, scoring, grips, approaches, deliveries and beginning aiming techniques.

KINE 2119 (PHED 2119) **Martial Arts I** (0-3) (1 credit) (CB3601085123)

Tae Kwon Do is a Korean Martial Art which has been developed through centuries of Eastern Civilization. Today, Tae Kwon Do has evolved into not only the most effective method of weaponless self defense, but an intricate art, an exciting sport and trenchant method of maintaining physical fitness. Through the coordination of control, balance and technique in the performance of patterns, Tae Kwon Do is regarded as a beautiful and highly skilled martial art.

KINE 2122 Advanced Martial Arts I (0-3) (1 credit)

Introduction to advanced Martial Arts study and skill development.

Prerequisite: Martial Arts II

KINE 2123 (PHED 2123) Scuba Diving II (0-3) (1 credit) (CB3601085323)

(The successful student will receive advanced PADI certification.) The class requires KINE 2105 or equivalent as a prerequisite. Additional fee is required.

KINE 2125 Advanced Martial Arts II (0-3) (1 credit)

Continuing opportunity to advance individual level of Martial Arts study and skill development.

Prerequisite: Advanced Martial Arts I

KINE 2126 (PHED 2126) Basketball II (0-3) (1 credit) (CB3601085123)

Improves shooting, dribbling and passing; develops offensive and defensive strategies and skills.

KINE 2127 (PHED 2127) Weight Training II (0-3) (1 credit) (CB3601085123)

Assumes basic knowledge of safety and lifting techniques; builds on these skills and expands lifting program developed in KINE 2109.

Prerequisite: Weight Training I

KINE 2130 (PHED 2130) Golf II (0-3) (1 credit) (CB3601085123)

Assumes knowledge of grips, swing, clubs; further improves swing; develops shot and ball placement capabilities.

KINE 2131 (PHED 2131) Aerobic Exercise II (0-3) (1 credit) (CB3601085123)

Aerobic Dance II is an intermediate course designed to continue to teach the student fitness concepts, exercise and dance steps, and proper assessment procedures involved in aerobic dance. The course involves the concepts of cardiorespiratory endurance, strength, flexibility, nutrition, and weight management.

KINE 2132 (PHED 2132) Volleyball II (0-3) (1 credit) (CB3601085123)

Volleyball II is a team sports skills course. The emphasis of this course is the instruction and practice of advanced volleyball techniques and skills. The student will continue to utilize the rules, offensive and defensive strategies, and safety aspects learned in Volleyball I, while integrating advanced skills and strategies.

KINE 2133 (PHED 2133) Racquetball II (0-3) (1 credit) (CB3601085123)

Racquetball II is an individual skills course. The emphasis of this course is instruction and practice of intermediate racquetball techniques and skills. The student will be introduced to the rules, strategy, strokes, shots, and safety aspects needed to enjoy playing racquetball at an intermediate level.

KINE 2134 (PHED 2134) Martial Arts II (0-3) (1 credit) (CB3601085123)

Advanced study and development of skill in a martial art form.

KINE 2135 (PHED 2135) Weight Training III (0-3) (1 credit) (CB3601085123)

Introduction to advanced weight training techniques.

Prerequisite: Weight Training I and II

KINE 2136 (PHED 2136) Weight Training IV (0-3) (1 credit) (CB3601085123)

More opportunities for advanced weight training techniques.

Prerequisite: Weight Training I, II and III

KINE 2140 Outdoor Recreation II (0-3) (1 credit) (CB3601085123)

Advanced level skills in various outdoor recreational pursuits are presented as well as etiquette, safety, strategy and conditioning activities where appropriate. Principles and function of recreation in American society are covered.

KINE 2141 Special Topics in Lifetime Activities II (0-3) (1 credit) (CB3601085123)

Advanced level skills in various lifetime sports/activities are presented. Rules, etiquette, safety, strategy, offensive and defensive elements, and conditioning activities where appropriate.

Prerequisite: Special Topics in Lifetime Activities I

KINE 2142 Rock Climbing II (0-3) (1 credit) (CB3601085123)

An outdoor activity course designed to teach advanced skills, safety techniques, concepts, and equipment used in rockclimbing.

Prerequisite: Rockclimbing I. Additional fee is required.

KINE 2144 Paddlesports II (0-3) (1 credit) (CB3601085123)

An outdoor activity course designed with emphasis on instruction, safety, and practice in advanced skills, concepts, and equipment used in flatwater and whitewater canoeing, kayaking and/or rafting. Additional fee is required.

KINE 2145 Backcountry Expeditioning II (0-3) (1 credit) (CB3601085123)

An experiential outdoor adventure course with emphasis on the instruction and practical aspects of advanced skills associated with extended travel and living in remote and/or wilderness environments. Topics include group dynamics, nutrition, health and sanitation, navigation, and specialized travel techniques.

Prerequisite: Backcountry Expeditioning I. Additional fee is required.

KINE 2146 Swim Conditioning II (0-3) (1 credit) (CB3601085123)

Designed for students who are using swimming to achieve physical fitness goals; covers intermediate physical fitness concepts and assumes at least American Red Cross intermediate swimming ability.

KINE 2150 Belle Conditioning (0-4) (1 credit) (CB3601145123)

Conditioning for first semester, sophomore year of Apache Belles.

KINE 2151 Belle Conditioning (0-4) (1 credit) (CB3601145123)

Conditioning for second semester, sophomore year of Apache Belles.

KINE 2170 Taping and Bandaging for Athletic Injuries

(0-3) (1 credit) (CB3105039123)

The use of taping and bandage techniques used in the prevention and care of athletic injuries.

Health Theory Courses:

HLTH 1304 (PHED 1304) **Personal Health** (3-0) (3 credits) (CB5103015116)

A presentation of current scientific and technical information related to health with emphasis on developing a functional attitude about consumer health, nutrition, mental health, tobacco, alcohol and drugs, family life, environmental health and disease.

HLTH 1305 (PHED 1305) Community Health (3-0) (3 credits) (CB5103015316)

A presentation of current scientific and technical information related to community services and public health agencies.

HLTH 1306 (PHED 1306) First Aid (3-0) (3 credits) (CB5103015316)

Emphasis on recognizing and avoiding hazards, rendering intelligent assistance in emergencies, developing skills for immediate and temporary care of the victim.

HLTH 1346 (PHED 1346) **Drug Use and Abuse** (3-0) (3 credits) (CB5103015216)

The study of use and abuse of drugs in today's society with emphasis on physiological, sociological and psychological factors.

HLTH 1370 Introduction to the Health Professions (3-0) (3 credits) (CB511199716)

This course provides a multi-disciplinary exploration of health care including health care career options, health care ethics, traditional vs. nontraditional health care delivery, and common theoretical components of health and illness. (Student is required to purchase medical liability insurance for job shadowing.)

HLTH 2306 Health Aspects of Human Sexuality (3-0) (3 credits) (CB51030105328)

The study of responsible behavior dealing with human sexuality wellness and the promotion of personal sexual health.

Kinesiology Theory Courses:

KINE 1301 (PHED 1301) Introduction to Kinesiology

(3-0) (3 credits) (CB3105015223)

Orientation to the field of health, kinesiology, human performing sport sciences and recreation. Students may take either KINE 1301 or 1328 for credit. Students may not receive credit for both courses.

KINE 1308 (PHED 1308) **Sports Officiating** (3-0) (3 credits) (CB1202045109) Emphasis on officiating basketball, football and other sports.

KINE 1328 Introduction to Outdoor Education (3-0) (3 credits) (CB3105015223)

Orientation to the field of organized outdoor adventure programming. The emphasis of this course is in the instruction and practice of fundamental outdoor skills and activities such as canoeing, backpacking, rappelling, orienteering, outdoor cooking and camping. Accepted fundamental theories and models in the study of outdoor education will be presented as will the history, philosophy and development of prominent outdoor adventure programs. Students may take either KINE 1328 KINE 1301 for credit. Students may not receive credit for both courses. Students must take KINE 1143 concurrently with KINE 1328.

KINE 1336 Outdoor Leadership I (3-0) (3 credits) (CB3101015123)

A theory course designed to develop basic judgement, problem-solving, and decision making skills as they apply to the role and responsibilities of an outdoor leader. Topics include risk management, trip planning, emergency plans/prevention, decision making and judgement.

KINE 1337 Outdoor Leadership II (3-0) (3 credits) (CB3101015123)

A practicum course designed to develop advanced judgement, problem-solving, and decision making skills as they apply to the role and responsibilities of an outdoor leader. This course is structured to provide opportunities for the practical application of skill development.

Prerequisite: Outdoor Leadership I

KINE 2356 (PHED 2376) Prevention and Care of Athletic Injuries (3-0) (3 credits) (CB3105035223)

Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents/injuries, recognizing signs and symptoms of specific sports injuries/conditions, immediate and long-term care of injuries, and administration procedures in athletic training.

Health Information Technology HITT

Enrollment in this program is limited. See the Special Admissions requirements in the Admissions section of this catalog.

The health information technician works in a hospital, clinic, nursing home or other health facility and is responsible for many aspects of preparing, analyzing and preserving health information needed by the patients, by the hospital and by the public. Duties include reviewing medical records for completeness and accuracy and also translating diseases and operations into the proper coding symbols, filing medical records, preparing records, compiling statistics, assisting the medical staff by preparing special studies and tabulating data from records for research. Supervising the day-to-day operation of a health information department, taking records to court and maintaining the flow of health information to departments of the hospital are also part of the total work picture.

Students successfully completing the two-year program are eligible to receive an associate in applied science degree in Health Information Technology and apply for the Registered Health Information Technician (RHIT) exam. The program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).

Health Information Technology will be offered online beginning in the Fall of 2007. Incoming freshmen will be able to take all curriculum courses online. Please contact the department chair at 903–510–2669 for more information.

All required courses of the HIT program must be completed with a "C" or better in order to progress to the next level course.

HITT 1167 Practicum—Health Information Technology (0-8) (1 credit)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: HITT 1445

HITT 1266 Practicum—Health Information Technology (0-16) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: Approval of the department chair.

HITT 1303 Medical Terminology II (3-0) (3 credits)

A continuation of word origin and structure. Includes prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.

Prerequisite: HITT 1305

HITT 1305 Medical Terminology I (3-0) (3 credits)

Study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures.

HITT 1311 Computers in Health Care (2-2) (3 credits)

Introduction to the concepts of computer technology related to health care and the tools and techniques for collecting, storing, and retrieving health care data.

Prerequisite: BCIS 1301 or 1405 and HITT 1445.

HITT 1341 Coding and Classification Systems (2-2) (3 credits)

Application of basic coding rules, principles, guidelines, and conventions.

Prerequisites: HITT 1303, 1305, 1445, BIOL 2402 and concurrent enrollment with HPRS 2301.

HITT 1353 Legal and Ethical Aspects of Health Information (3-0) (3 credits)

Concepts of confidentiality, ethics, health care legislation, and regulations relating to the maintenance and use of health information.

Prerequisite: HITT 1445

HITT 1401 Health Data Content and Structure (3-2) (4 credits)

Introduction to systems and processes for collecting, maintaining, and disseminating primary and secondary health related information. Instruction in delivery and organizational structure to include content of health record, documentation requirements, registries, indices, licensing, regulatory agencies, forms, and screens.

Prerequisite: Acceptance into the Health Information Technology Program.

HITT 1445 Health Care Delivery Systems (4-0) (4 credits)

Introduction to organization, financing, and delivery of health care services, accreditation, licensure, and regulatory agencies.

Prerequisite: HITT 1401

HITT 2335 Coding and Reimbursement Methodologies (2-2) (3 credits)

Development of advanced coding techniques with emphasis on case studies, health records, and federal regulations regarding prospective payment systems and methods of reimbursement.

Prerequisite: HITT 1341

HITT 2339 Health Information Organizing and Supervision (3-0) (3 credits)

Principles of organization and supervision of human, fiscal, and capital resources.

Prerequisite: HITT 1353

HITT 2343 Quality Assessment and Performance Improvement (3-0) (3 credits)

Study of the many facets of quality standards and methodologies in the health information management environment. Topics include licensing, accreditation, compilation and presentation of data in statistical formats, quality improvement functions, quality tools, utilization management, risk management, and medical staff data quality issues.

Prerequisite: HITT 1353

HPRS 2301 Pathophysiology (3-0) (3 credits)

Study of the pathology and general health management of diseases and major injuries across the life span. Topics include etiology, symptoms, and the physical and psychological reactions to diseases and injuries.

Prerequisite: BIOL 2402

Medical Transcription Certificate MRMT

Enrollment in this program is limited. See the Special Admissions requirements in the Admission section of this catalog.

The medical transcriptionist transcribes dictated medical reports that document a patient's medical care and condition. These reports include clinic notes, history and physicals, progress notes, operative reports, x-rays, and discharge summaries. Medical transcriptionists are employed in various health care facilities, transcription agencies, or can work independently.

Students who successfully complete this nine-month program and make application to the Registrar's office will receive a certificate of proficiency.

All required courses within the Medical Transcription Certificate Program must be completed with a "C" or better in order to advance to the next level course.

MRMT 1267 Practicum—Medical Transcription (0-16) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. (This Practicum will be held on campus, two 8-hour days per week, in the Medical Transcription Lab using authentic physician dictation.)

Prerequisite: MRMT 1307 and concurrent enrollment in MRMT 2333.

MRMT 1307 Medical Transcription Fundamentals (2-2) (3 credits)

Fundamentals of medical transcription with hands-on experience in transcribing physician dictation including basic reports such as history and physicals, discharge summaries, consultations, operative reports, and other medical reports. Utilizes transcribing and information processing equipment compatible with industry standards. Designed to develop speed and accuracy.

Prerequisite: Acceptance into the Medical Transcription Certificate Program.

MRMT 2333 Advanced Medical Transcription (2-2) (3 credits)

Production of advanced reports of physician dictation with increasing speed and accuracy including history and physicals, consultations, discharge summaries, operative reports, and other medical reports.

Prerequisite: MRMT 1307

Need More Information?

Visit our Web site @ www.tjc.edu or call 1–800–687–5680

History

Students majoring in history must see a Tyler Junior College academic advisor for help in completing a course plan.

HIST 1301 History of the United States (3-0) (3 credits) (CB5401025125)

A general survey of the history of the United States from 1492 to 1877. This course is also offered via Telecourse (videotape check-out) and the Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing text scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

HIST 1302 History of the United States (3-0) (3 credits) (CB4508025125)

A general survey of the history of the United States from 1877 to the present. This course is also offered via Telecourse (videotape check-out) and the Internet.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing text scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

HIST 2289 Academic Cooperative—History (1-0-2) (2 credits) (CB4501015125)

An instructional program designed to integrate on-campus study with practical handson work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. (NOTE: An individual student may only accumulate a total of 3 credit hours selected from ARTS 2289, COMM 2289, ENGL 2289, HIST 2289, PSYC 2289, SOCI 2289.)

HIST 2301 Texas History (3-0) (3 credits) (CB4508025225) (formerly HIST 2303)

A survey of the history of Texas from the Spanish period to the present while emphasizing Anglo-American settlement, the revolution, the republic and later development. Students seeking an early childhood or middle grades Texas teaching certificate should check with the institution to which they intend to transfer regarding the advisability of taking HIST 2301 as an alternative to HIST 1302. History majors attempting to complete a baccalaureate degree are advised to consult with the university they plan to attend as to whether this course will be accepted as a part of the required hours for their major. Some universities accept the course as an elective but not part of the hours for their major.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing text scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

HIST 2311 Western Civilization in Medieval Times (3-0) (3 credits) (CB4508015425)

A standard western civilization survey of the cultural, political and institutional development of the nations of Europe from antiquity to the Renaissance.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing text scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

See page 28 for Course Numbering System.

HIST 2312 Western Civilization in Modern Times (3-0) (3 credits) (CB4508015425)

A continuation of HIST 2311 including standard western civilization-cultural development of the nations of Europe from the Renaissance to modern times.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing text scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

HIST 2323 Eastern Civilization (3-0) (3 credits) (CB5401015325)

Survey of the modern history of the political, cultural, and institutional development of the nations of Asia including Japan and China.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

Home Economics

A student majoring in home economics must see a Tyler Junior College academic advisor for help in completing a course plan. ("HECO" courses previously taught as "HOEC.")

HECO 1315 Principles of Food Selection and Preparation

(2-4) (3 credits) (CB1905015109)

Selection and preparation of foods, nutritive values and cost of foods.

HECO 1320 Textiles (3-2) (3 credits) (CB2003015209)

A study of fibers, fabrics and finishes for application in choices of clothing fabrics and home furnishings.

HECO 1322 Nutrition (3-0) (3 credits) (CB1905025109)

Principles of human nutrition applied to the family, community nutrition problems, chemistry, physiology and economics of nutrition.

HECO 1325 Interior Design I (3-0) (3 credits) (CB1906035109) Home furnishings and solutions to problems of interior decoration.

HECO 1328 Clothing Construction I (2-2) (3 credits) (CB2003015109) Construction techniques for home furnishings and apparel.

HECO 1329 Clothing Construction II (2-4) (3 credits) (CB2003015109) Selection, construction and alteration of apparel.

HECO 1370 Meal Management (2-4) (3 credits) (CB1905015209)

A course for majors in home economics or hotel and restaurant management about planning, managing and serving meals.

HECO 1371 Intermediate Food Preparation (2-2) (3 credits) (CB1905015133) Selection and preparation of gourmet and foreign foods.

HECO 1372 Gourmet Food Preparation (2-2) (3 credits) (CB1905015133) Continuation of HOEC 1371 with emphasis on gourmet food preparation.

Can't Find It?

Check the appendix pages in the back of this Catalog.

Human Services: Addiction Counselor Training Program (Substance Abuse Counseling) HUMS

The Human Services/Addiction Counselor Training Program at Tyler Junior College provides the educational and practicum hours necessary for partial fulfillment of Texas state licensing requirements to become a Licensed Chemical Dependency Counselor. Our program exceeds minimum state education requirements. Current state minimum requirements for licensure include:

- 1. Completion of an Associate degree.
- 2. Completion of 300 hours of practicum experience under the auspices of an accredited institution of higher education or proprietory school.
- Passing a comprehensive written examination and an oral exam based on a case study prepared by the candidate. The Texas Certification Board of Addiction Professionals conducts the exams.
- 4. Completion of at least 4,000 hours of supervised work experience following the State Department of Health Services (formerly TCADA) standards.

This program is accredited by the State Department of Health Services.

A student may earn an associate of applied science degree (AAS) and/or a certificate of completion from Tyler Junior College. Students graduating with the AAS degree may continue their studies by submitting their degree to cooperating senior colleges to be accepted as an "inverted degree." Contact the department chair or academic advisor for more information.

Students seeking a certificate are required to take the reading and writing portions of THEA or an equivalent test and complete appropriate developmental courses as indicated. Students enrolled in developmental courses are restricted to CMSW 1301, 1307 and DAAC 1319 until all required developmental courses have been completed.

A Human Services: Addiction Counselor Training Program student must earn at least a grade of "C" in all courses needed for graduation.

CMSW 1301 Introduction to Social Services (3-0) (3 credits) (R)

Introduction to concepts of social welfare and social policy. Topics include emphasis on the relationship between social policy and the delivery of social services. Descriptions of present-day social welfare programs in terms of the philosophy, legal base, program policy and impact on both the target service group and the larger community of present-day social welfare programs.

CMSW 1341 Behavior Modification and Cognitive Disorder (3-0) (3 credits) (R)

Detailed study of the theories and principles of behavioral science and skill development in the methods of modifying and controlling behavior in clinical and personal settings. Emphasis on techniques such as managing self-behavior. Topics include stimulus controls, shaping, relaxation training, reinforcement scheduling and token economies. Prepares the service provider to respond effectively and appropriately to client aggressive behaviors by utilizing approved crisis intervention techniques. Includes discussion of the legal rights and protections of clients and of social services providers.

CMSW 1345 Abnormal Behavior (3-0) (3 credits) (R)

A study of the process used to formulate diagnosis of mental disorders. Includes issues relating to the identification and treatment of persons diagnosed as experiencing co-morbid conditions of chemical dependency and mental disorder. Appropriate use of the *Diagnostic and Statistical Manual of Mental Disorders*, 4th ed. (DSM IV TR) is developed.

Note: Introductory Psychology (PSYC 2301 or equivalent) is recommended.

DAAC 1304 Pharmacology of Addiction (3-0) (3 credits) (A&D)

This course will develop an understanding of the effects of alcohol and drugs on the human body—especially the operation of the central nervous system, and how the body processes and metabolizes alcohol and drugs. Psychological, physiological and sociological effects of mood altering substances and behaviors and their implications for the addiction process are presented. Emphasis is placed on the pharmacological effects of tolerence, dependency/withdrawal, cross-addiction, and drug interaction. Prerequisite: Math/Science Elective

DAAC 1309 Assessment Skills of Alcohol and Other Drug Addictions (3-0) (3 credits) (A&D)

Examines procedures by which a counselor/program identifies and evaluates an individual's strengths, weaknesses, problems, and needs which will be used in the development of a treatment plan. Prepares the student to appropriately explain assessment results and individual rights to clients. Develops knowledge regarding fundamental statistical and assessment concepts, and provides training in the administration, scoring, and interpretation of assessment instruments commonly used in the field of addiction counseling.

DAAC 1311 Counseling Theories (3-0) (3 credits) (R)

An introduction to the theoretical base of major treatment modalities including Reality therapy, psycho-dynamic therapy, client-centered therapy, Rational-Emotive Therapy, cognitive-behavioral approaches (life skills training, behavior modification), and experiential therapies as they relate to detoxification, residential, outpatient, and extended treatment settings.

DAAC 1317 Basic Counseling Skills (3-0) (3 credits) (R)

Facilitates development of basic communication skills necessary to develop an effective helping relationship with clients. Includes the utilization of special skills to assist individuals, families, or groups in achieving objectives through exploration of a problem and its ramifications; examination of attitudes and feelings; consideration of alternative solutions; and decision making. Basic human defense mechanisms are presented, and appropriate applications of selected counseling approaches are emphasized.

Prerequisite: DAAC 1311

DAAC 1319 Introduction to Alcohol and Other Drug Addiction (3-0) (3 credits) (A&D)

Causes and consequences of addiction as they relate to the individual, family, community, and society are discussed. Response alternatives regarding intervention, threatment, education, and prevention are reviewed. Competencies and requirements for licensure in Texas are explained. Addiction issues related to diverse populations are presented. Drug terminology, characteristics, effects and categories will be discussed.

DAAC 1341 Counseling Alcohol and Other Drug Addictions (3-0) (3 credits) (A&D)

Focus is on the application of counseling skills for the Alcohol and Other Drug (AOD) client. Design and utilization of treatment planning using a treatment team approach will be included. Confidentiality and ethical issues will be reviewed and practiced. Discussion of topics related to recovery from addiction, including concepts of addiction, relapse, relapse prevention, support group programs, aftercare methods, and prevention theories are presented. Aspects of counselor self-care will also be studied. Prerequisites: Must have completed DAAC 1311, 1314, and 1317

DAAC 2307 Addicted Family Interventions (3-0) (3 credits) (A&D)

An introduction to the family as a dynamic system focusing on the effects of addiction pertaining to family roles, rules, and behavior patterns. Discusses the impact of mood altering substances and behaviors and therapeutic alternatives as they relate to the family from a multicultural and transgenerational perspective.

DAAC 2330 Multicultural Counseling (3-0) (3 credits) (A&D)

An extensive look at minority and diverse populations within the United States. Course explores various communication barriers frequently encountered between the counselor and the client. Students also explore and evaluate personal values, biases, and prejudices.

DAAC 2343 Current Issues (3-0) (3 credits) (A&D) (R)

A study of issues that impact addiction counseling. Special populations, dual diagnosis, ethics, gambling, and infectious diseases associated with addiction counseling will be investigated. Course will also help prepare students to take the state written and oral licensing exams.

Prerequisites: Students must have completed all program-required classes through the third semester.

Co-requisite: DAAC 2367

DAAC 2354 Dynamics of Group Counseling (3-0) (3 credits) (R)

An introduction to the patterns and dynamics of group interactions across the life span. Focus includes group therapy, structure, types, stages, development, leadership, therapeutic factors, the impact of groups on the individual, group growth, and behavior. Effective group facilitation skills and techniques used to address special population issues and needs are covered. Effective case management and record keeping are addressed.

Prerequisite: DAAC 1311

DAAC 2367 Practicum—Substance Abuse/Addiction Counseling (1-20) (3 credits)

Practical training in the workplace. Workplace training will be supported by an individualized learning plan developed by the employer, college, and student. The plan will focus on the 8-dimensions of the KSA's of addiction counseling.

Prerequisites: Completion of all program-required coursework through the third semester of classes and approval by the department chair after evaluation of student's degree audit.

Co-requisite: DAAC 1343

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed *Registration Guide* OR online at <u>www.tjc.edu</u>.

Humanities

HUMA 1301 Appreciation of the Humanities (3-0) (3 credits) (CB2401035112)

An interdisciplinary, multi-perspective assessment of cultural, philosophical and aesthetic factors critical to the formulation of the values that have shaped the historical development of the individual and of society.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

HUMA 1302 Appreciation of the Humanities (3 credits) (CB2401035112) A continuation of HUMA 1301.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

Internetworking Technology

(See Computer Information Systems)

Interpreter Training

(See Sign Language and Sign Language Interpreting)

Journalism

A student majoring in journalism must see a Tyler Junior College academic advisor for help in completing a course plan.

Students can earn an associate in arts degree with a concentration in journalism. They may transfer to complete a bachelor's degree in advertising, public relations, and print or electronic journalism. Students should see journalism department chair before registering for classes.

COMM 1307 Mass Communication (3-0) (3 credits) (CB0904035106)

An introduction to mass communication and the mass media. Open to all students. May count as humanities or social science elective for transfer credit.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

COMM 1335 Survey of Radio/Television (3-0) (3 credits) (CB0904035206)

A study of the development, regulation, economics, social responsibilities and industry practices in broadcasting and cable communication, non-broadcast television, new technology and other communication systems. Open to all students.

COMM 2289 Academic Cooperative—Communications

(1-0-2) (2 credits) (CB2401035212)

An instructional program designed to integrate on-campus study with practical handson work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of communication.

(NOTE: An individual student may only accumulate a total of 3 credit hours selected from ARTS 2289, COMM 2289, ENGL 2289, HIST 2289, PSYC 2289, SOCI 2289.)

COMM 2301 Introduction to Technology and Human Communication (3-0) (3 credits) (CB0901015106)

A survey of emerging interactive communication technologies and how they influence human communication including interpersonal, group decision-making and public and private communication contexts. (Cross-listed as SPCH 2301)

COMM 2309 Editing (3-2) (3 credits) (CB0904015306)

Theory and practice in newswriting, copy editing, headline writing and layout; includes lab practice.

Prerequisite: COMM 2311 and 2315.

COMM 2311 News Gathering Writing I (3-2) (3 credits) (CB0904015706)

Fundamentals of writing and information gathering for the mass media; develops the student's news sense and judgment; includes lab practice in gathering and writing news. Open to all students. Concurrent enrollment in COMM 1132 required.

COMM 2315 General Reporting (3-2) (3 credits) (CB0904015806)

The study and practice of newswriting and reporting; includes lab practice in gathering and writing news.

Prerequisite: COMM 2311

COMM 2327 Principles of Advertising (3-0) (3 credits) (CB0902015106)

An introductory survey of the basics of advertising for print and electronic media. Open to all students.

COMM 2331 Radio/Television Announcing (3-0) (3 credits) (CB2311015112)

The study of principles of announcing, voice, articulation, pronunciation and delivery with practice in various types of announcing. Open to all students.

COMM 2332 Radio and Television News Writing (3-2) (3 credits) (CB0904025206)

The preparation of news copy for radio and television, news style for electronic media, spot news, feature reporting, interviewing and assembling a newscast; includes lab practice in writing news. Open to all students.

Legal Assistant (See Paralegal)

Mathematics

(See the College Preparatory Studies course descriptions for MATH 0104, 0300–0303 College Preparatory Mathematics.)

The mathematics courses at Tyler Junior College have been carefully designed to meet the needs of students in specific areas of study, such as technology, liberal arts, business, elementary education, science, engineering and mathematics. A student may take mathematics courses at Tyler Junior College that are equivalent to the courses he/she would take during his/her first two years at a senior institution.

Note: A grade of "C" or better must be made in each mathematics course in order to continue in any mathematics sequence. A grade of "B" or better must be made in MATH 0300 or 0301 in order to continue in the College Preparatory math sequence. A student majoring in mathematics must see a Tyler Junior College academic advisor for help in completing a degree plan.

The learning of mathematics is ruthlessly cumulative. (Sir Stephen Hawking)
The material covered in many mathematics courses changes from time to time. Therefore,

students who have earned no mathematics credit within the previous four years must take a placement examination before enrolling in a mathematics course with a prerequisite.

MATH 1314 College Algebra (3-0) (3 credits) (CB2701015119)

Exponents, radicals, factoring, products, equations and functions including linear, quadratic, polynomial, rational, exponential and logarithmic, inequalities, systems of equations, matrices, determinants, progressions; sequences and series. (For non-math/science majors)

Prerequisite: MATH 0303 with a grade of "C" or better or qualifying THEA (or alternative) math test score.

MATH 1324 Finite Mathematics for Business (3-0) (3 credits) (CB2703015219)

Relations, functions, graphing, equations, inequalities, matrices, permutations, combinations, probability and mathematics of finance.

Compliations, probability and mathematics of illiance.

Prerequisite: MATH 1314 with a grade of "C" or better or qualifying THEA (or alternative) math test score.

MATH 1325 Mathematical Analysis for Business (3-0) (3 credits) (CB2703015219)

Exponents and radicals, quadratic, exponential and logarithmic functions, graphing, sequences, differential and integral calculus with applications.

Prerequisite: MATH 1324 with a grade of "C" or better or qualifying THEA (or alternative) math test score.

MATH 1332 Contemporary Mathematics I (3 credits) (CB2701015119)

Principles of reasoning, statistical reasoning, problem solving, numbers in the real world, financial management, modeling our world. Appropriate applications are included. Where this course is used to satisfy mathematics requirements at a senior institution, it is usually necessary to satisfactorily complete both MATH 1332 and MATH 1333.

Prerequisite: Math 0303 with a grade of "C" or better or qualifying THEA (or alternative) math test score.

MATH 1333 Contemporary Mathematics II (3 credits) (CB2701015119)

Exponential growth and decay, probability, statistics, mathematics and the arts, and discrete mathematics. Appropriate applications are included. Where this course is used to satisfy mathematics requirements at a senior institution, it is usually necessary to satisfactorily complete both Math 1332 and Math 1333.

Prerequisite: Math 0303 with a grade of "C" or better or qualifying THEA (or alternative) math test score.

MATH 1342 Introduction to Statistics (3-0) (3 credits) (CB2705015119)

Collection, tabulation and analysis of data, probability, normal and binomial distributions, linear regression and correlation, testing of hypothesis and utilization of computers in statistical application.

Prerequisite: MATH 1314 with a grade of "C" or better.

MATH 1350 Fundamental Math I (3-0) (3 credits) (CB2701015619)

Problem solving, sets, functions, logic, numeration systems, topics from elementary number theory, integers, rational numbers, exponents, decimals, applications of mathematics.

Prerequisite: MATH 1314 with a grade of "C" or better.

MATH 1351 Fundamental Math II (3-0) (3 credits) (CB2701015619)

Probability; statistics; congruence, constructions and similarity, measurement, motion geometry, and other geometric concepts.

Prerequisite: MATH 1350 with a grade of "C" or better.

MATH 2320 Differential Equations (3-0) (3 credits) (CB2703015119)

Equations of the first order and degree, linear differential equations, operational methods, higher order equations, Laplace transforms and applications of differential equations.

Prerequisite: MATH 2414 with a grade of "C" or better.

MATH 2342 Math Business Statistics (3-0) (3 credits) (CB2705015119)

Presentation and interpretation of data; probability theory, binomial and normal distributions, confidence intervals, hypotheses testing, analysis of variance, linear and multiple regression, and correlation with an emphasis in business applications and the use of statistical software.

Prerequisite: MATH 1324

MATH 2412 Precalculus (4-0) (4 credits) (CB2701015819)

Application of algebra and trigonometry to the study of elementary functions and their graphs including polynomial, rational, exponential, logarithmic and trigonometric functions. (For math/science majors)

Prerequisite: MATH 1314 with a grade of "C" or better.

MATH 2413 Calculus I (4-0) (4 credits) (CB2701015919)

Previously Math 2313 Calculus I with Analytic Geometry

Limits, differentiation, implicit differentiation, rates and related rates of change, applications of the derivative, differentials, antiderivatives, definite integrals and applications of the definite integral.

Prerequisite: MATH 2412 with a grade of "C" or better.

MATH 2414 Calculus II (4-0) (4 credits) (CB2701015919)

Previously Math 2314 Calculus II with Analytic Geometry

Applications of the definite integral, derivatives of inverse and hyperbolic trigonometric functions, techniques of integration, L'Hopital's Rule, improper integrals, parametric and polar equations, sequences, series, power series, and Taylor Series.

Prerequisite: MATH 2413 with a grade of "C" or better.

MATH 2415 Calculus III (4-0) (4 credits) (CB2701015919)

Previously Math 2315 Calculus III with Analytic Geometry

Vector calculus, cylindrical and spherical coordinates, partial differentiation, directional derivatives and gradient, multiple integration, line and surface integrals, Green's Theorem, Stokes' Theorem.

Prerequisite: MATH 2414 with a grade of "C" or better.

TJC Trivia

In the first 20 years of existence (1926–46), TJC only offered foundation courses required for a baccalaureate degree.

The first associate of arts degree was conferred in 1946.

Medical Laboratory Technology MLAB

Tyler Junior College offers a two-year program designed to provide understanding, proficiency and skill in medical laboratory technology. Upon completion of the program, the student will be granted an Associate in Applied Science Degree and is eligible to apply for admission to sit for the certification examination administered by the American Society of Clinical Pathologists (ASCP), the National Credentialing Agency (for Laboratory Personnel) (NCA), or other certifying agencies for medical laboratory technology. This program is accredited by the National Accrediting Agency for Clinical Laboratory Science (NAACLS) [8410 W. Bryn Mawr Avenue, Suite 670; Chicago, IL 60631–3415; telephone: 773–714–8880; FAX: 773–714–8886; e-mail: naaclsinfo@naacls.org; Web site: www.naacls.org].

A balanced curriculum of general education and medical laboratory technology courses offers the student an opportunity for cultural development as well as occupational competence. Clinical instruction is given at assigned affiliate hospitals under the general supervision of faculty employed by Tyler Junior College and a clinical preceptor. It is expected that when a student has completed the program, he/she should be able to perform in all general areas of the clinical laboratory.

All required courses of the MLT associate degree curriculum must be completed with a final grade of "C" or better. All medical laboratory technology courses (MLAB) must be passed with a minimum grade of a 75 "C" as stipulated in the grading policy outlined in the *Tyler Junior College Medical Laboratory Technology Student Handbook*. Receiving a final grade below a "C" in any prerequisite course will result in the student being placed on program academic probation or lead to program dismissal until the deficiency has been removed. The student may not progress until deficiency has been removed.

Enrollment in this program is limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

MLAB 1201 Introduction to Clinical Laboratory Science (1-4) (2 credits)

An introduction to clinical laboratory science, including quality control, laboratory math, safety, basic laboratory equipment, laboratory settings, accreditation, certification, professionalism, and ethics.

Prerequisite: Acceptance to program or permission of the department chair.

MLAB 1227 Coagulation (1-2) (2 credits)

A course in coagulation theory, procedures, and practical applications. Includes laboratory exercises which rely on commonly performed manual and semi-automated laboratory methods.

MLAB 1311 Urinalysis and Body Fluids (2-3) (3 credits)

An introduction to urinalysis and body fluid analysis, including the anatomy and physiology of the kidney, and physical, chemical, and microscopic examination of urine, cerebrospinal fluid and other body fluids.

MLAB 1331 Parasitology/Mycology (2-4) (3 credits)

A study of the taxonomy, morphology, and pathogenesis of human parasites and fungi, including the practical application of laboratory procedures.

MLAB 1335 Immunology/Serology (2-4) (3 credits)

An introduction to the theory and application of basic immunology, including the immune response, principles of antigen-antibody reactions, principles of serological procedures, and immune disorders.

MLAB 1415 Hematology (2-8) (4 credits)

An introduction to the theory and practical application of routine and special hematology procedures, both manual and automated; red blood cell and white blood cell maturation sequences, normal and abnormal morphology and associated diseases.

Prerequisite: Acceptance to program or permission of the department chair.

MLAB 2238 Advanced Topics in Medical Laboratory Technician/Assistant (2-0) (2 credits)

This course examines the integration of all areas of the clinical laboratory and correlates laboratory test data with diagnostic applications and pathophysiology using critical thinking skills.

Corequisite: MLAB 2466

MLAB 2267 Practicum II—Clinical/Medical Laboratory Technician (0-15) (2 credits) (Capstone course)

In intermediate or advanced type of health professions work-based instruction that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. The emphasis is on practical work experience for which the student has already acquired the necessary theoretical knowledge and basis skills. Direct supervision is provided by the clincial professional, generally a clinical preceptor. All health practicums are unpaid learning experiences.

MLAB 2431 Immunohematology (3-4) (4 credits)

A study of blood antigens and antibodies. Performance of routine blood banking procedures, including blood group and Rh typing, antibody screens, antibody identification, cross matching, elution, and absorption techniques.

MLAB 2466 Practicum I—Clinical/Medical Laboratory Technician (0-40) (4 credits)

An intermediate or advanced type of health professions work-based instruction that helps gain practical experience in the discipline, enhance skills, and integrate knowledge. The emphasis is on practical work experience for which the student has already acquired the necessary theoretical knowledge and basic skills. Direct supervision is provided by the clinical professional, generally a clinical preceptor. All health practicums are unpaid learning experiences.

Corequisite: MLAB 2238

MLAB 2501 Clinical Chemistry (3-8) (5 credits)

An introduction to the principles and procedures of various tests performed in the clinical chemistry laboratory. Presents the physiological basis for the test, the principle and procedure for the test, and the clinical significance of the test results, including basic chemical laboratory safety and technique, special handling procedures, quality control procedures and normal values. Emphasis on proteins, enzymes, lipids, carbohydrates, electrolytes and acid base balance, endocrine function, tumor markers, therapeutic drug monitoring, toxicology and metabolites.

MLAB 2534 Clinical Microbiology (3-8) (5 credits)

Instruction in the theory, practical application and pathogenesis of clinical microbiology, including bacteriologic safety, collection, setup, identification, susceptibility testing, quality control, reporting procedures, and clinical significance of test results.

Can't Find It?

Check the appendix pages in the back of this Catalog.

PLAB 1223 Phlebotomy (1-4) (2 credits)

Skill development in the performance of a variety of blood collection methods using proper techniques and universal precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, accessioning. Topics include professionalism, ethics, and medical terminology. Prerequisite: Acceptance to program or permission of the department chair.

Medical Office Management MOMG

The medical office management program is designed to provide health care facilities with professionally trained individuals in management who will promote the smooth operation of an office or department within a health care agency.

These managers, during the course of overseeing the day-to-day operation, will practice effective human relations, maintain an efficient records management system, and utilize a variety of office equipment that will facilitate the administrative functions of the medical department/medical office.

HITT 1303 Medical Terminology II (3-0) (3 credits)

A continuation of Medical Terminology I including structure, recognition, analysis, definitions, spelling, pronunciation, and combination of medical terms from prefixes, suffixes, roots, and combining forms. Emphasis on various medical specialty fields. **Prerequisite:** HITT 1305

HITT 1305 Medical Terminology I (3-0) (3 credits)

Instruction in the practical application of a medical vocabulary system. Topics include structure; recognition; analysis; definitions; spelling; pronunciation; and a combination of medical terms from prefixes, suffixes, roots, and combining forms.

POFM 1309 Medical Office Procedures (2-2) (3 credits)

Introduction to basic medical office skills including telephone techniques, filing and indexing, mail handling, appointment scheduling, travel arrangements, correspondence, and business transactions. Emphasis on human relations and customer service skills.

POFM 1327 Medical Insurance (2-2) (3 credits)

Survey of medical insurance including the life cycle of various claim forms, terminology, litigation, patient relations, and ethical issues.

POFM 1374 HIPAA Compliance (3-0) (3 credits)

Emphasis on HIPAA requirements including, but not limited to, fraud and abuse issues related to billing and collection practices, liability issues with front office communications, survey of OSHA requirements, study of daily administrative operations, general safety and security guidelines. This class is designed for implementation in primary and specialty care physician practices and ancillary health care facilities, i.e. veterinary clinics, dental offices, laboratories.

POFM 1380 Cooperative Education-Medical Administrative Assistant/Secretary (1-20) (3 credits)

Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employers, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives quide the student through the work experience.

Prerequisite: Approval of department chair.

POFM 1400 Medical Coding Basics (4-0) (4 credits)

Presentation and application of basic coding rules, principles, guidelines, and conventions utilizing various coding systems.

Prerequisite: HITT 1305

POFM 2310 Intermediate Medical Coding (3-0) (3 credits)

Assignment and application of ICD, CPT, and HCPCS coding guidelines with emphasis on physician billing and regulatory requirements. Includes code selection for Evaluation and Management (E/M) and Medical/Surgical cases.

Prerequisites: POFM 1327 and POFM 1400.

Music

A student majoring in music must see a Tyler Junior College academic advisor for help in completing a course plan.

Courses are offered for three types of students:

- 1. Those who desire to pursue a professional career in music after completing a standard four-year curriculum.
- 2. Those who desire to take individual private lessons in applied music.
- 3. Those who desire a cultural background in music.

MUEN 1127, 2127* Apache Band (1-4) (1 credit) (CB5009035526)

Meets in the fall semester and is an advanced performance ensemble open to all students of the College who qualify by audition. Performances include field and parade marching, concerts, athletic events, performance tours, and other campus activities. Front ensemble must register for Apache Marching Band Section 02 only. Color guard must register for Apache Marching Band Section 03 only. Students may also receive physical education credit by enrolling in KINE 1102, 2101 concurrently with this course.

MUEN 1128, 2128* Symphonic Band (1-4) (1 credit) (CB5009035526)

Meets during the spring semester and is a performance ensemble open to all students of the College who qualify by audition. Emphasis is placed primarily on preparation for various concert performances and other campus events. Students may also receive physical education credit by enrolling in KINE 1103, 2102 concurrently with this course.

MUEN 1129,1130, 2129, 2130* Wind Ensemble (1-4) (1 credit) (CB5009035526)

An advanced performance ensemble open to students who qualify by audition. Performances include concerts, festivals, performance tours, and other campus events. Emphasis is placed on study of modern wind-band literature of the highest quality and difficulty. Although it is a select ensemble, students in any major field of study may audition.

MUEN 1131, 1132, 2131, 2132** Apache Pan Ensemble

(1-2) (1 credit) (CB5009035626)

Allows students to gain performance experience in a non-western musical idiomspecifically the music of Trinidad and Tobago. The main purpose is to learn and prepare literature for performance and lecture. Admission by audition.

Visit the TJC Web site @ www.tjc.edu

^{* **} Student can only receive 8 hours maximum credit in each series.

MUEN 1133, 1134, 2133, 2134* Instrumental Chamber Ensemble (1-2) (1 credit) (CB5009035626)

A performance ensemble studying and performing various wind and percussion chamber music. Admission is by audition only. Performances include campus and community concerts, as well as performance tours.

MUEN 1136, 2136** Apache Indoor Percussion Theatre (1-2) (1 credit) (CB5009035626)

A competitive and non-competitive performing ensemble consisting of a wide variety of percussion instruments and color guard. The show contains elements of musical performance, marching drill, and theatrical expression. Must be a member of Apache Marching Band. Admission by audition. Spring only.

MUEN 1137, 1138, 2137, 2138** (MUSI 1137, 1138, 2137, 2138) **Guitar Ensemble** (1-2) (1 credit) (CB5009035626)

A select group of two to sixteen students which plays special arrangements for guitar "orchestra." Admission by audition.

MUEN 1139,1140, 2139, 2140** Jazz Ensemble (1-2) (1 credit) (CB5009035526)

An advanced performance ensemble open to students who qualify by audition. Although it is a select ensemble, students in any major field of study may audition. Performances include concerts, festivals, performance tours, and other campus events. Literature ranges from the "Big Band" music of the 1920's to modern jazz of the present.

MUEN 1153, 1154, 2153, 2154*** (MUSI 1153, 1154, 2153, 2154) **Harmony and Understanding** (1-2) (1 credit) (CB5009035826)

A highly select vocal pop ensemble, includes instruction in the choral popular idiom. Admission by audition.

MUEN 1237,1238, 2237, 2238** (MUSI 1237,1238, 2237, 2238) **Symphony Orchestra** (1-2) (2 credits) (CB5009035526)

Open to advanced instrumental students who are given practical training in professional orchestral routine in the Tyler Youth Orchestra. Admission by audition.

MUEN 1241,1242, 2241, 2242 A Cappella Choir**** (1-3) (2 credits) (CB5009035526)

A mixed chorus organized for the purpose of singing traditional sacred and secular choral literature representing the College both on and off campus. Open to any student in the College.

MUSI 1116 Elementary Ear Training and Sight Singing

(2-1) (1 credit) (CB5009045626)

The study of rhythmic, melodic and harmonic dictation in the major and minor keys, and sight singing in the treble and bass clefs. Must be taken concurrently with MUSI 1311. Required of music and fine arts-music majors.

MUSI 1117 Elementary Ear Training and Sight Singing

(2-1) (1 credit) (CB5009045626)

The continued study of rhythmic, melodic and harmonic dictation in the major and minor keys, and sight singing in the treble and bass, alto and tenor clefs. Required of music and fine arts-music majors.

Prerequisite: MUSI 1116

^{* ** ***} Student can only receive 8 hours maximum credit in each series.

MUSI 1131, 1132, 2131, 2132** Accompanying Class

(0-3) (1 credit) (CB5009035626)

Supervised experiences studying the principles, philosophy and techniques of vocal and instrumental accompanying.

MUSI 1159, 2159 Musical Theatre Workshop (0-5) (1 credit) (CB5009036126)

The study and performance of works from the music theatre repertoire with emphasis on all phases of techniques and procedures including participation in the musical production.

MUSI 1160 Italian Diction (1-1) (1 credit) (CB5009085326)

A detailed study of Italian diction as it is applied to vocal literature. The course includes pronunciation of Italian vowels, consonants, and semi-consonants, as well as familiarization with and memorization of the rules governing pronunciation. Examinations will include both written and oral portions. (Offered every other year in the spring semester.)

MUSI 1163 Jazz Improv I (1-2) (1 credit) (CB5009036526)

This course is designed to provide the student with an introduction to jazz improvisation. Students will study basic jazz harmony through the practical use of scale-chord relationships, jazz notation, ear training, rhythmic concepts, jazz style, and articulation. Each student will be required to improvise on the instrument of his/her choice. Must be taken concurrently with MUEN 1140 or MUEN 2140 or by approval of the instructor.

MUSI 1164 Jazz Improv II (1-2) (1 credit) (CB5009036526)

A continuation of the development of jazz improvisation. Must be taken concurrently with MUEN 1140 or MUEN 2140 or by approval of the instructor.

Prerequisite: MUSI 1163

MUSI 1181 Class Piano (1-2) (1 credit) (CB5009075126)

An introductory course intended for those with no prior piano study, or only a negligible amount. Two hours instruction per week, using a 16 place electronic piano lab. Fundamentals of proper piano technique, music reading, improvisation, harmonizing melodies, and a variety of repertory will be covered. Classes available for music majors and non-majors. Required for piano secondaries based on piano placement test.

MUSI 1182 Advanced Class Piano (1-2) (1 credit) (CB5009075126)

Continuation of MUSI 1181 with two hours instruction per week providing more advanced training in piano technique and repertoire. Topics to be emphasized include complex rhythms, transposition, sight reading, and solo literature. Classes available for majors and non-majors.

Prerequisite: Completion of MUSI 1181 or approval of instructor.

MUSI 1301 Music Fundamentals (3-0) (3 credits) (CB5009045526)

An introduction to the elements of music including a study of the staff, clefs, key signatures, scales, time signatures, notation, meter and rhythm and application of theory to the keyboard. Also for those lacking a background in music theory.

MUSI 1304 Music Curriculum for the Elementary School (3-0) (3 credits) (CB5009045426)

A study of music content appropriate to elementary school children including vocal characteristics, reading concepts, and examination of recently published materials.

^{**}Student can only receive 8 hours maximum credit in each series.

MUSI 1306 Music Appreciation (3-0) (3 credits) (CB5009025126)

A foundation in enjoyment and understanding of music through the study of changes in Western music from the Middle Ages to the present time making use of recorded examples.

MUSI 1308 Introduction to Music Literature (3-1) (3 credits) (CB5009025226)

A general survey of the development of the art of music, designed to provide a basic understanding of music from the middle ages through the classical periods of music literature. Open to non-music majors.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

MUSI 1309 Introduction to Music Literature (3-1) (3 credits) (CB5009025226)

A general survey of the development of the art of music, designed to provide a basic understanding of music from the romantic through the contemporary periods of music literature. Open to non-music majors.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

MUSI 1311 Elementary Harmony (3-1) (3 credits) (CB5009045126)

A study of triads and their inversions, chord connections, keyboard harmony, cadences, simple nonharmonic tones, seventh chords and original part-writing exercises. Must be taken concurrently with MUSI 1116.

MUSI 1312 Elementary Harmony (3-1) (3 credits) (CB5009045126)

A continuation of harmony including diatonic and seventh chords in all positions, chords with variant qualities, sequence, nonharmonic tones, chord progressions, choral voicing, keyboard harmony, cadences, figured bass, harmonization of given melodies, modulation to closely related keys.

Prerequisite: MUSI 1311

MUSI 1390 (formerly COMM 2304) Sound Production Technology I (3-0) (3 credits) (CB5009045826)

Concepts and techniques of music arranging and composition using the computer. Hands-on experience using CAKEWALK® and ACID® software.

MUSI 1391 (formerly COMM 2325) Sound Production Technology II (3-0) (3 credits) (CB5009045826)

Instruction and participating in live sound multi-track digital recording. Students must supply the musicians, singers, and artists for each project as needed.

Prerequisite: MUSI 1390 or permission of the instructor.

MUSI 2116 Advanced Ear Training and Sight Singing

(2-1) (1 credit) (CB5009045726)

A continuation of dictation and sight singing studies, including syncopation, modulation, seventh chords, secondary dominants and the church modes. Must be taken concurrently with MUSI 2311. Required of music majors.

Prerequisite: MUSI 1117 and 1312.

MUSI 2118 Advanced Ear Training and Sight Singing

(2-1) (1 credit) (CB5009045726)

A continuation of dictation and sight singing studies, including secondary function chords, chromatic intervals, twentieth century techniques, atonal melodies and complex rhythms. Required of music majors. Must be taken concurrently with MUSI 2312.

Prerequisite: MUSI 2116 and 2311.

MUSI 2311 Advanced Harmony (3-1) (3 credits) (CB5009045226)

A further study of harmony and the introduction to secondary dominants, secondary leading-tone chords, diatonic and chromatic modulations, and linear diminished seventh chords. Must be taken concurrently with MUSI 2116. Required of music majors.

Prerequisite: MUSI 1117 and 1312.

MUSI 2312 Advanced Harmony (3-1) (3 credits) (CB5009045226)

A further study of harmony and the introduction to the neapolitan triad, augmented sixth chords, ninth, eleventh, and thirteenth chords, modes, pandiatonicism, quartal harmony, twelve-tone serialism, aleatoric process, transposing, planing, exotic scales and other modern techniques. Must be taken concurrently with MUSI 2118. Required of music majors.

Prerequisite: MUSI 2116 and 2311.

Applied Music

Music majors should enroll in private lessons in two areas each semester, depending upon their intended degree. Those who aim toward professional performance or teaching should take private lessons for a concentration of two semester hours each semester. All music majors should take, in addition to either a major or a concentration, a secondary private lesson for one semester hour credit each semester. In every case, one of the two private lessons each semester must be piano. All freshman piano secondaries must take piano class. All music majors must take a piano placement test.

A student majoring in music should see a faculty advisor for help in completing a course plan.

Students may also take private instrumental and vocal instruction as an elective. Two semester hours credit would signify one hour of instruction per week. One semester hour would signify 30 minutes of instruction per week.

The fees per semester on applied music courses are found in the tuition and fees section of this *Catalog*.

The College is not obligated to furnish instruments.

Vocal and instrumental instruction is available as follows:

Voice

The study of the art of singing in the *bel canto* style including breath control, breath support, vowel formation and other techniques of vocal production through vocal exercises tailored to the individual needs of each student and the study of art song literature from the English, Italian, German and French repertoires.

Piano, Organ

(Music majors or electives with little or no piano experience should enroll for piano class)

Enables the student for a major or concentration to develop technical capabilities to a high degree as well as become well acquainted with repertoire from the Baroque period to the present day. Develops fluency in reading at the keyboard and a knowledge of some technical and theoretical fundamentals at the instrument for minors.

Organ prerequisite: Piano experience or permission from instructor.

Guitar

Focuses on the classical technique, different positions, proper fingering and sight reading music with typical compositions by Carulli, Carcassi, Milan Villa-Lobos and others.

See page 28 for Course Numbering System.

Electric Bass

Covers basic music reading with emphasis on correct fingering, sight reading skill, scales and memorization of bass parts to "standard" tunes selected by the instructor. Elective only.

Wind Instruments

Allows the student to improve playing skills, either as a member of an ensemble or soloist, through concentration on proper music fundamentals to improve tone quality, range, flexibility, and technique. A variety of classical repertoire, ranging from Baroque to modern day, is employed to develop and improve musicianship and overall control of the instrument.

Percussion Instruments

Allows the student to improve playing skills, either as a member of an ensemble or soloist, through concentration on proper music fundamentals to improve physical technique and tone production on a wide variety of percussion instruments. A variety of repertoire is employed to develop and improve musicianship and overall control of the instrument.

Secondary or Elective (CB5009035426)

MUAP 1101, 1102, 2101, 2102 Violin (0.5-1) (1 credit)

MUAP 1103, 1104, 2103, 2104 Viola (1 credit)

MUAP 1109, 1110, 2109, 2110 Cello (1 credit)

MUAP 1113, 1114, 2113, 2114 Double Bass (1 credit)

MUAP 1115, 1116, 2115, 2116 Electric Bass (1 credit)

MUAP 1117, 1118, 2117, 2118 Flute (1 credit)

MUAP 1121, 1122, 2121, 2122 Oboe (1 credit)

MUAP 1125, 1126, 2125, 2126 Bassoon (1 credit)

MUAP 1129, 1130, 2129, 2130 Clarinet (1 credit)

MUAP 1133, 1134, 2133, 2134 Saxophone (1 credit)

MUAP 1137, 1138, 2137, 2138 Trumpet (1 credit)

MUAP 1141, 1142, 2141, 2142 French Horn (1 credit)

MUAP 1145, 1146, 2145, 2146 Trombone (1 credit)

MUAP 1149, 1150 2149, 2150 Baritone (1 credit)

MUAP 1153, 1154, 2153, 2154 Tuba (1 credit)

MUAP 1157, 1158, 2157, 2158 Percussion (1 credit)

MUAP 1161, 1162, 2161, 2162 Guitar (1 credit)

MUAP 1165, 1166, 2165, 2166 Organ (1 credit)

MUAP 1169, 1170, 2169, 2170 Piano (1 credit)

MUAP 1177, 1178, 2177, 2178 Harp (1 credit)

MUAP 1181, 1182, 2181, 2182 Voice (1 credit)

Concentration or Elective (CB5009035426)

MUAP 1201, 1202, 2201, 2202 Violin (1-1) (2 credits)

MUAP 1203, 1204, 2203, 2204 Viola (2 credits)

MUAP 1209, 1210, 2209, 2210 Cello (2 credits)

MUAP 1213, 1214, 2213, 2214 Double Bass (2 credits)

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MUAP 1215, 1216, 2215, 2216 Electric Bass (2 credits)
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MUAP 1217, 1218, 2217, 2218 Flute (2 credits)

MUAP 1221, 1222, 2221, 2222 Oboe (2 credits)

MUAP 1225, 1226, 2225, 2226 Bassoon (2 credits)

MUAP 1229, 1230, 2229, 2230 Clarinet (2 credits)

MUAP 1233, 1234, 2233, 2234 Saxophone (2 credits)

MUAP 1237, 1238, 2237, 2238 Trumpet (2 credits)

MUAP 1241, 1242, 2241, 2242 French Horn (2 credits)

MUAP 1245, 1246, 2245, 2246 Trombone (2 credits)

MUAP 1249, 1250, 2249, 2250 Baritone (2 credits)

MUAP 1253, 1254, 2253, 2254 Tuba (2 credits)

MUAP 1257, 1258, 2257, 2258 Percussion (2 credits)

MUAP 1261, 1262, 2261, 2262 Guitar (2 credits)

MUAP 1265, 1266, 2265, 2266 Organ (2 credits)

MUAP 1269, 1270, 2269, 2270 Piano (2 credits)

MUAP 1277, 1278, 2277, 2278 Harp (2 credits)

MUAP 1281, 1282, 2281, 2282 Voice (2 credits)

Nursing, Associate Degree (ADN) RNSG

Enrollment in this program is limited. See the Special Admissions requirements in the Admissions section of this *Catalog*.

Lower-division nursing content is offered at community colleges through one of two general types of programs: Blocked or Integrated. Tyler Junior College Associate Degree Nursing Program utilizes a Blocked Curriculum; therefore, students requesting transfer from an integrated curriculum may be required to repeat content of some courses.

The associate degree nursing program is a four semester and two summer sessions curriculum. The associate degree graduate, after adequate orientation, begins to practice as a staff nurse in a hospital or other health care setting. Through assessment of the individual, the graduate plans, implements and evaluates direct nursing care for individuals and/or groups. The graduate is able to monitor and direct peers and ancillary workers in the technical aspects of nursing care.

Having graduated from Tyler Junior College with an associate in applied science degree in nursing, the graduate is qualified to apply for the National Council Licensure Examination for Registered Nurses. This program is accredited by the Board of Nurse Examiners for the State of Texas.

All required courses of the associate degree curriculum must be completed with a "C" or better. Having **not** received a "C" or better **in any prerequisite course**, the student may not progress until the deficiency has been removed.

All science courses and PSYC 2314 must have been completed within seven years of the time required in the curriculum or must be repeated. BIOL 2401 and PSYC 2314 must be completed prior to application to the ADN program.

All students, especially those with English as a second language, are recommended to take Medical Terminology prior to enrolling in nursing courses.

Visit the TJC Web site @ www.tjc.edu

RNSG 1146 Legal and Ethical Issues for Nursing (1-0) (1 credit)

Study of the laws and regulations related to the provision of safe and effective professional nursing care; attention given to the development of a framework for addressing ethical issues, and for the topics to include confidentiality, the Nursing Practice Act, professional boundaries, ethics and health care legislation.

Concurrent Enrollment: RNSG 1441*, 1162* and 1443* and 1163*.

RNSG 1160 Clinical Nursing (0-3) (1 credit)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1327

RNSG 1162 Clinical Nursing II (8 weeks) (0-6) (1 credit)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1441 is required.

RNSG 1163 Clinical Nursing III (8 weeks) (0-6) (1 credit)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1443 is required.

RNSG 1215 Health Assessment (1-3) (2 credits)

Development of skills and techniques required for a comprehensive health assessment within a legal/ethical framework.

Concurrent Enrollment: RNSG 1260*, 1301*, 1513* and BIOL 2402*

RNSG 1260 Clinical Nursing I (0-10) (2 credits)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 1513 is required.

RNSG 1293 Special Topics in Nursing, Maternal/Child (2-1) (2 credits)

Topics addressed recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

Concurrent Enrollment: RNSG 2160*, 2201*, 2260*, 2308* and BIOL 2420*.

^{*}Concurrent enrollments are required unless previously completed with a "C" or better.

RNSG 1301 Pharmacology (2-3) (3 credits)

Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Topics include the roles and responsibilities of the nurse in safe administration of medications within a legal/ethical framework.

Concurrent Enrollment: RNSG 1215* and 1513*, RNSG 1260* and BIOL 2402*.

RNSG 1327 Transition from Vocational to Professional Nursing (3-1) (3 credits)

Topics include health promotion, expanded assessment, analysis of data, nursing process, pharmacology, multidisciplinary teamwork, communication, and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework throughout the life span.

Concurrent Enrollment: RNSG 1160 is required.

RNSG 1441 Common Concepts of Adult Health (8 weeks) (3-4) (4 credits)

Study of the general principles of caring for selected adult clients and families in structured settings with common medical-surgical health care needs related to each body system. Emphasis on knowledge judgement, skills, and professional values within a legal/ethical framework.

Concurrent Enrollment: RNSG 1162 (required), RNSG 1146*, 1163* and 1443*.

RNSG 1443 Complex Concepts of Adult Health (8 weeks) (3-4) (4 credits)

Integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of care, coordinator of care, and member of a profession in the care of adult clients/families in structured health care settings with complex medical-surgical health care needs associated with each body system. Emphasis on knowledge, judgments, skills, and professional values within a legal/ethical framework.

Concurrent Enrollment: RNSG 1163 (required) and 1146* and 1441* and 1162.

RNSG 1513 Foundations for Nursing Practice (4-4) (5 credits)

Introduction to the role of the professional nurse as a provider of care, coordinator of care, and member of a profession. Topics include but are not limited to the fundamental concepts of nursing practice, history of professional nursing, a systematic framework for decision-making, mechanisms of disease, the needs and problems that nurses help patients manage, and basic psychomotor skills. Emphasis on knowledge, judgment, skills and professional values within a legal/ethical framework.

Concurrent Enrollment: RNSG 1260 (required), RNSG 1215*, 1301* and BIOL 2402*.

RNSG 2121 Management of Client Care

(16-week online course with labs and testing on campus) (1-1) (1 credit)

Exploration of leadership and management principles applicable to the role of the nurse as a provider of care, coordinator of care, and member of a profession. Includes application of knowledge, judgment, skills, and professional values within a legal/ethical framework. **Concurrent Enrollment:** RNSG 2163 (required), and SOCI 1301*.

RNSG 2160 Clinical Nursing IV (8 weeks) (0-6) (1 credit) (formerly RNSG 2164)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 2308 is required.

^{*}Concurrent enrollments are required unless previously completed with a "C" or better.

RNSG 2161 Clinical Nursing VI (7 weeks) (0-5) (1 credit) (formerly RNSG 2166)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 2313 is required.

RNSG 2162 Clinical Nursing VII (6 weeks) (0-5) (1 credit) (formerly RNSG 2167)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 2231 is required.

RNSG 2163 Clinical Nursing VIII (2 weeks) (0-3) (1 credit) (formerly RNSG 2168)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 2131 is required.

RNSG 2201 Care of Children and Families (8 weeks) (2-1) (2 credits)

Study of concepts related to the provision of nursing care for children and their families, emphasizing judgment, and professional values within a legal/ethical framework.

Concurrent Enrollment: RNSG 2160*, 2260 (required), 2308* and RNSG 1293* and BIOL 2420*.

RNSG 2213 Mental Health Nursing (7 weeks) (2-1) (2 credits)

Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of clients and their families.

Concurrent Enrollment: RNSG 2161 (required)

RNSG 2231 Advanced Concepts of Adult Health (7 weeks)(2-1) (2 credits)

Application of advanced concepts and skills for the development of the associate degree nurse's roles in complex nursing situations with adult clients/families in structured settings. Emphasis is given to judgment, and professional values within a legal/ethical framework.

Concurrent Enrollment: RNSG 2162 (required) and SOCI 1301*, RNSG 2213*, 2161*, 2131 and 2163.

RNSG 2260 Clinical Nursing V (8 weeks) (0-8) (2 credits) (formerly RNSG 2265)

A basic, intermediate, or advanced type of health professions work-based instruction that helps students synthesize new knowledge, apply previous knowledge, or gain experience managing the workflow. Practical experience is simultaneously related to theory. Close and/or direct supervision is provided by the clinical professional (faculty or preceptor), generally in a clinical setting. Clinical education is an unpaid learning experience.

Concurrent Enrollment: RNSG 2201 is required.

^{*}Concurrent enrollments are required unless previously completed with a "C" or better.

RNSG 2308 Maternal/Newborn Nursing and Women's Health

(8 weeks) (2-2) (3 credits)

Study of concepts related to the provision of nursing care for normal childbearing families and those at risk, as well as women's health issues; competency in knowledge, judgment, skill, and professional values within a legal/ethical framework, including a focus on normal and high-risk needs for the childbearing family during the preconception, prenatal, intrapartum, neonatal, and postpartum periods; and consideration of selected issues in women's health.

Concurrent Enrollment: RNSG 2160 (required) RNSG 1293*, 2201*, RNSG 2260* and BIOL 2420*.

Nursing, Vocational (VNE) VNSG

Enrollment in TJC's vocational nursing program is limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

The vocational nursing program is designed to prepare qualified individuals to give direct nursing care to patients of all age groups and to promote development of the individual as a responsible member of society.

Successful completion of vocational nursing curriculum leads to a certificate of proficiency. This program is accredited by the Board of Nurse Examiners for the State of Texas.

Graduates are prepared to provide nursing care in structured health care settings for individual clients who are experiencing common, well-defined health problems with predictable outcomes. The new graduate can readily integrate technical skills and use of computers and equipment into practice. The vocational nursing role represents the beginning level of the nursing practice continuum as Provider of Care, Coordinator of Care, and Member of a Profession. The vocational nurse is an integral member of the nursing profession and is prepared to function under the legal framework specified by the Texas State Board of Nurse Examiners. They are qualified to function in structured settings as accountable members of the health care team.

After successful completion of the curriculum, graduates are qualified to apply for the National Council Licensure Exam for License Vocational Nurses. Only students who have completed a program of education approved by the State Board and who have successfully passed the state licensing examination are authorized to practice as licensed vocational nurses.

A vocational nursing student must maintain a minimum of a "C" in every vocational nursing course in order to graduate.

VNSG 1115 Disease Control and Prevention (1-0) (1 credit)

Study of the general principles of prevention of illness and disease, basic microbiology, and the maintenance of aseptic conditions.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1116, 1126, 1204, 1227, 1260, 1400, and 1423.

VNSG 1116 Nutrition (1-0) (1 credit)

Introduction to nutrients and diet therapy and the role of each in proper growth and development and the maintenance of health.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1126, 1204, 1227, 1260, 1400, and 1423.

See page 28 for Course Numbering System.

VNSG 1126 Gerontology (1-0) (1 credit)

Overview of the normal physical, psychosocial, and cultural aspects of the aging process. Addresses common disease processes of aging. Exploration of attitudes toward care of the elderly.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1116, 1204, 1227, 1260, 1400, and 1423.

VNSG 1163 Pediatric Clinical (0-4) (1 credit)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course involves direct patient care for mastery of nursing skills and competencies performed in a variety of health care settings with a focus on the care of the well and ill child.

Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1231, 1238, 1262, 1306, 1307, 1409, and 2161.

VNSG 1204 Foundations of Nursing (2-0) (2 credits)

Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and the role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1116, 1126, 1227, 1260, 1400, and 1423.

VNSG 1219 Professional Development (2-0) (2 credits)

Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education.

Prerequisites: Successful completion of all first and second level VN program courses.

Co-requisites: VNSG 1410 and 2361.

VNSG 1227 Essentials of Medication Administration (1-2) (2 credits)

General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1116, 1126, 1204, 1260, 1400, and 1423.

VNSG 1231 Pharmacology (2-1) (2 credits)

Fundamentals of medications and their diagnstic, therapeutic, and curative effects. Includes nursing interventions utilizing the nursing process.

Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1238, 1262, 1306, 1307, 1409, and 2161.

VNSG 1238 Mental Illness (2-0) (2 credits)

Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process.

Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1231, 1262, 1306, 1307, 1409, and 2161.

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VNSG 1260 Clinical I (0-12) (2 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course involves direct patient care for mastery of nursing skills and competencies performed in a variety of health care settings.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1116, 1126, 1204, 1227, 1400, and 1423.

VNSG 1262 Clinical II (0-12) (2 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course involves direct patient care for mastery of nursing skills and competencies performed in a variety of health care settings with a focus on acute care.

Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1231, 1238, 1306, 1307, 1409, 2131, and 2161.

VNSG 1306 Maternal/Newborn Nursing (3-1) (3 credits)

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium.

Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1231, 1238, 1262, 1306, 1307, 1409, and 2161.

VNSG 1307 Pediatric Nursing (3-1) (3 credits)

Study of the care of the pediatric client and family during health and disease. Emphasis on growth and developmental needs.

Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1231, 1238, 1262, 1306, 1409, and 2161.

VNSG 1400 Nursing in Health and Illness I (4-1) (4 credits)

Introduction to general principles of growth and development, primary health care needs of the client across the life span, and therapeutic nursing interventions.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1116, 1126, 1204, 1227, 1260, and 1423.

VNSG 1409 Nursing in Health and Illness II (4-1) (4 credits)

Introduction to common health problems requiring medical and surgical interventions. Prerequisites: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1231, 1238, 1262, 1306, 1307, and 2161.

VNSG 1410 Nursing in Health and Illness III (4-1) (4 credits)

Continuation of Nursing in Health and Illness II. Further study of common medicalsurgical health problems of the client including concepts of mental illness. Incorporates knowledge necessary to make the transition from student to graduate vocational nurse. Prerequisites: Successful completion of all first and second level VN program courses.

Co-requisites: VNSG 1219 and 2361.

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VNSG 1423 Basic Nursing Skills (2-6) (4 credits)

Mastery of entry level nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions.

Prerequisites: BIOL 2404 or 2401 and 2402.

Co-requisites: VNSG 1115, 1116, 1126, 1204, 1227, 1260, and 1400.

VNSG 2161 Maternal/Newborn Clinical (0-4) (1 credit)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course involves direct patient care for mastery of nursing skills and competencies performed in a variety of health care settings with a focus on maternal/newborn care.

Prerequisite: BIOL 2404 or 2401 and 2402; successful completion of all first-level VN courses.

Co-requisites: VNSG 1163, 1231, 1238, 1262, 1306, 1307, 1409, and 2161.

VNSG 2361 Clinical III (0-12) (3 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. This course involves direct patient care for mastery of nursing skills and competencies performed in a variety of health care settings.

Prerequisites: Successful completion of all first and second level VN program courses.

Co-requisites: VNSG 1219 and 1410.

Office Technology OFFT

The degree curriculum in office technology is designed to train students for employment as information managers in the automated business offices of today and the future. Leading-edge technology is emphasized with the latest software packages being used.

A fast-paced certificate program is offered to allow students to develop general office skills that will allow them to meet the employment needs of a business office in nine months.

ITSW 1301 Introduction to Word Processing (2-2) (3 credits)

An overview of the production of documents, tables, and graphics.

Prerequisites: Keyboarding speed of 30 wpm.

ITSW 1304 Introduction to Spreadsheets (2-2) (3 credits)

Instruction in the concepts, procedures, and importance of electronic spreadsheets.

POFI 2340 Advanced Word Processing (2-2) (3 credits)

Continuation of the study of word processing including advanced techniques in merging, macros, graphics, desktop publishing, and extensive formatting for technical documents.

Prerequisite: ITSW 1301

POFT 1301 Business English (3-0) (3 credits)

Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business.

Can't Find It?

Check the appendix pages in the back of this Catalog.

POFT 1313 Professional Development for Office Personnel (3-0) (3 credits)

Preparation for the work force including business ethics, team work, professional attire, and promotability.

Prerequisite: This course should be taken in the last semester of student's certificate or degree program.

POFT 1321 Business Math (3-0) (3 credits)

Instruction in the fundamentals of business mathematics including analytical and problem-solving skills for critical thinking in business applications.

POFT 2312 Business Correspondence and Communication (3-0) (3 credits)

Development of writing and presentation skills to produce effective business communications.

Prerequisite: ITSW 1301

Paralegal LGLA (Legal Assistant)

Students successfully completing this program receive the associate in applied science degree and will be well-prepared for a career as a legal assistant. The National Association of Legal Assistants, Inc., has defined the legal assistant: "Under the supervision of a lawyer, the legal assistant shall apply knowledge of law and legal procedures in rendering direct assistance to lawyers, clients and courts; design, develop and modify procedures, techniques, services and processes; prepare and interpret legal documents; detail procedures for practicing in certain fields of law; research, select, assess, compile and use information from the law library and other references; and analyze and handle procedural problems that involve independent decisions."

LGLA 1119 Legal Ethics and Professional Responsibility (1-0) (1 credit)

This course covers the moral and legal responsibilities and duties that a member of the legal profession owes to the public, the court, clients, and other professional colleagues. Includes a review of the canons, codes, and rules of professional responsibility.

LGLA 1305 Legal Writing (3-0) (3 credits)

This course provides a working knowledge of the fundamentals of effective legal writing. Topics include briefs, legal memoranda, case and fact analysis, citation forms, and legal writing styles.

Prerequisite: LGLA 1403

LGLA 1311 Introduction to Law (3-0) (3 credits)

This course provides an overview of the law and the legal system. Topics include legal concepts, procedures, terminology and current issues in law.

LGLA 1343 Bankruptcy (3-0) (3 credits)

This course presents fundamental concepts of bankruptcy law and procedure with emphasis on the paralegal's role. Topics include individual and business liquidation and reorganization.

LGLA 1345 Civil Litigation (3-0) (3 credits)

This course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Topics include pretrial, trial, and post trial phases of litigation.

Prerequisites: LGLA 1311 or concurrent enrollment.

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LGLA 1349 Constitutional Law (3-0) (3 credits)

This course provides an overview of the United States Constitution and its articles, amendments, and judicial interpretations. Topics include separation of powers, checks and balances, governmental structures and process, and individual rights in relation to government.

Prerequisite: LGLA 1311

LGLA 1353 Wills, Trusts, and Probate Administration (3-0) (3 credits)

This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role.

Prerequisite: LGLA 1311

LGLA 1355 Family Law (3-0) (3 credits)

This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship.

Prerequisite: LGLA 1311 or concurrent enrollment.

LGLA 1391 Special Topics in Legal Assistant/Paralegal (3-0) (3 credits)

Topics address recently identified current events, skills, knowledges, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.

LGLA 1403 Legal Research (3-3) (4 credits)

This course provides a working knowledge of the fundamentals of effective legal research. Topics include law library techniques, computer assisted legal research, briefs, and legal memoranda.

LGLA 2303 Torts and Personal Injury Law (3-0) (3 credits)

This course presents fundamental concepts of tort law with emphasis on the paralegal's role. Topics include intentional torts, negligence, and strict liability.

LGLA 2305 Interviewing and Investigating (3-0) (3 credits)

This course is a study of principles, methods, and investigative techniques utilized to locate, gather, document, and manage information. Emphasis on developing interviewing and investigative skills to prepare the paralegal to communicate effectively while recognizing ethical problems. Good communication skills, particularly when interviewing, are emphasized.

LGLA 2307 Law Office Management (3-0) (3 credits)

This course presents the fundamentals of law office management and organization including basic principles and structure of management, administrative and substantive systems in the law office, and law practice technology.

LGLA 2309 Real Property (3-0) (3 credits)

This course presents fundamental concepts of real property law with emphasis on the paralegal's role. Topics include the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of the searching for real estate documents.

Prerequisite: LGLA 1311 or concurrent enrollment.

LGLA 2311 Business Organizations (3-0) (3 credits)

This course presents basic concepts of business organizations with emphasis on the paralegal's role. Topics include law of agency, sole proprietorships, forms of partnerships, corporations, and other emerging business entities. Other related topics, including real estate and probate, are also presented.

Prerequisite: LGLA 1311

See page 28 for Course Numbering System.

LGLA 2313 Criminal Law and Procedure (3-0) (3 credits)

This course introduces the criminal justice system including procedures from arrest to final disposition, principles of federal and state law, and the preparation of pleadings and motions. Current issues relating to crime in America are also presented.

LGLA 2315 Oil and Gas Law (3-0) (3 credits)

This course presents fundamental concepts of oil and gas law including the relationship between landowners and oil and gas operators, government regulation, and documents used in the industry.

LGLA 2380 Cooperative Education—Paralegal/Legal Assistant (1-20) (3 credits)

Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid work experience.

Prerequisite: Sophomore level and approval of department chair and an approved law office.

LGLA 2431 Advanced Legal Research and Writing (3-3) (4 credits)

This course builds upon skills acquired in prior legal research and writing courses including computerized research techniques and preparation of complex legal documents such as briefs, legal office memoranda, and citation forms.

Prerequisite: LGLA 1311 and 1403.

PC Service and Support

(See Computer Information Systems)

Philosophy

PHIL 1301 Introduction to Philosophy (3-0) (3 credits) (CB3801015135)

A general introduction to philosophy designed to give basic knowledge of philosophy and understanding of the issues from which that history evolved.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

PHIL 2306 Introduction to Ethics (3-0) (3 credits) (CB3801015335)

A consideration of the basic principles of human life with critical examination of traditional and current theories of the nature of goodness, happiness, duty and freedom including readings from selected philosophies, past and present.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

Need More Information?

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Physics

Physics is the fundamental physical science. The study of physics provides background for engineering, industrial research and development, medicine, teachers of science and biological sciences.

Students majoring in physics who do not receive advance placement in MATH 2412 are encouraged to take this course in the summer so that they may enroll in MATH 2313 in the first semester of the freshman year.

A student majoring in physics must see a Tyler Junior College academic advisor for help in completing a course plan.

NOTE: Prior to enrolling in any physics class, the student must successfully complete the reading section of THEA (or alternative) test, or have a grade of "C" or better in READ 0303 or its equivalent.

PHYS 1401 General Physics (3-3) (4 credits) (CB4008015303)

Fundamentals of classical mechanics, heat and sound for premedical, biological science, pharmacy, architecture students and others needing technical courses in physics. A background in algebra and trigonometry is required.

PHYS 1402 General Physics (3-3) (4 credits) (CB4008015303)

A continuation of PHYS 1401 including electricity and magnetism, light and modern physics.

Prerequisite: PHYS 1401

PHYS 1405 Elementary Physics (3-3) (4 credits) (CB4008015103)

Conceptual level survey of topics in Physics intended for liberal arts, elementary education and other non-science majors.

PHYS 1411 Introduction to Astronomy I (3-3) (4 credits) (CB4002015103)

An introduction to historical and observational astronomy focusing specifically on the members of our solar system and on basic observation skills and knowledge.

PHYS 1412 Introduction to Astronomy II (3-3) (4 credits) (CB4002015103)

An introduction to modern astronomy and basic observational techniques focusing on principles of stellar processes, types and evolution, galactic structures and cosmology and methods and techniques of modern astronomical observation.

PHYS 2425 Mechanics (3-3) (4 credits) (CB4008015403)

A calculus-based course for students who intend to major in physics, chemistry, mathematics or engineering. Includes mechanics, heat and sound.

Prerequisite: Credit or registration for MATH 2413.

PHYS 2426 Electricity and Magnetism (3-3) (4 credits) (CB4008015403)

Includes electricity and magnetism, waves, optics, and light. Required of all physics and engineering majors.

Prerequisite: PHYS 2425 and credit or registration for MATH 2414.

Numbering of Courses

The four-letter prefix will be used to identify subject areas.

The four-digit numbers will be used as follows:

First digit—to identify level (0—developmental, 1—freshman, 2—sophomore) Second digit—to identify credit hour value

Third and Fourth digits—to establish course sequence.

Professional Tennis Management PTMG

This program provides a two-year course to train students in teaching tennis, planning programs for tennis facilities, merchandising and operating pro shops, and maintaining of tennis facilities. In addition, students are trained and prepared for certification testing.

Students spend approximately 15 hours a week working in tennis-related programs. Programs include lab work, on-campus tennis clinics, pro shops, private clubs, municipal tennis programs, and the functions of team coaching. Training aids used in the tennis program are books, training films, video tape recorders, audio tape recorders, ball machines, stringing equipment, and field trips to various tennis and sport facilities.

Upon graduation from this program, the student receives an associate in applied science degree with a major in tennis teaching.

FITT 2305 (RECL 2371) Sport Facility Management (3-0) (3 credits)

A study of the process of managing sport facilities. Includes planning, directing, and coordinating programs, and supervising employees and participants.

RECL 1105 (RECL1171) Summer Tennis Experience (1-0) (1 credit)

Designed to train students for their approved, tennis-related summer work which includes responsibility for a journal of activities and an evaluation of the work assignment.

RECL 1271 (RECL1206) **Supervised Summer Work Experience** (0-15) (2 credits) Designed to train students for their approved, tennis-related summer work.

RECL 1300 (RECL1371) **Scientific Approach to Tennis Teaching** (3-0) (3 credits) An analysis of tennis from a scientific viewpoint with information based on current research studies.

RECL 1301 (RECL1372) Philosophy of Coaching (3-0) (3 credits)

Principles, methods, and materials related to the philosophy of coaching for becoming a professional tennis coach, proper coaching methods, fundamentals of tennis, and the philosophy of tennis.

RECL 1302 (RECL1373) Individual Tennis Instruction (3-0) (3 credits)

A study of the fundamentals of tennis and tennis stroke instruction with detailed information on reasons and objectives explaining the participation of the individual in tennis and the understanding of procedure and application for private instruction as well as theory.

RECL 1303 (RECL1374) Athletic Program Planning (3-0) (3 credits)

A study of planning, organizing, and conducting activities for tennis programs including promotion, special events, clinics, junior development, ladies days, ladders, tournaments, leagues, and social events as well as the construction of the overall program.

RECL 1304 (RECL1375) **Fitness and Motor Learning in Tennis** (3-0) (3 credits) Methods of assessing fitness and developing conditioning programs related to tennis. Includes proper nutrition, weight lifting, aerobic and anerobic principles. Also explores proper methodology for teaching tennis skills for all levels of tennis players.

RECL 1376 (RECL1310) Tennis Teaching Clinic I (0-15) (3 credits)

On-court teaching skills with an emphasis placed on individual lessons. **Prerequisite:** Must be taken concurrently with RECL 1300.

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RECL 1377 (RECL1311) Tennis Teaching Clinic II (0-15) (3 credits)

Studies technical equipment such as teaching aids including ball machines, video recorder, audio recorder, and tennis stringing equipment with a continuation of on-court skills with an emphasis on group dynamics.

Prerequisite: Must be taken concurrently with RECL 1302.

RECL 2306 (RECL 2372) Sports Psychology (3-0) (3 credits)

A study of human behavior in sports performance. An emphasis placed on the sport science sport psychology. Basic techniques of using motivation, behavior modification, visualization, relaxation training, and concentration will be discussed.

RECL 2307 (RECL 2373) Tennis Instruction Methodologies (3-0) (3 credits)

Analysis of tennis teaching and coaching styles as reflected in published materials.

RECL 2338 United States Professional Tennis Association Exam Review (Capstone) (3-0) (3 credits)

A preparation for the United States Professional Tennis Association Exam, including a review of all five components.

RECL 2375 (RECL 2310) Tennis Teaching Clinic III (0-15) (3 credits)

Emphasis placed on the organization, planning, and performance of group lessons with a continuation of court skills as well as emphasis on personal playing skills.

RECL 2376 (RECL 2311) Tennis Teaching Clinic IV (0-15) (3 credits)

A survey of teaching opportunities at various clubs. Students will contribute to creative and innovative lessons and programming as well as a continuation of playing skills and off-court procedures of the tennis profession.

Psychology

A student majoring in psychology must see a Tyler Junior College academic advisor for help in completing a course plan.

PSYC 1100 Orientation (1-0) (1 credit) (CB3201025112)

Designed to help students adjust to college life with emphasis on developing effective study skills, making wise educational choices and learning appropriate social and personality development. Required of full-time beginning students. Offered each semester and in special summer sessions. (Orientation does not count towards graduation.)

PSYC 1300 Learning Framework (3-0) (3 credits) (CB4203015125)

A study of the 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross-listed as EDUC 1300.)

See page 28 for Course Numbering System.

PSYC 2289 Academic Cooperative—Psychology (1-0-2) (2 credits) (CB4501015125)

An instructional program designed to integrate on-campus study with practical handson work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. (**NOTE**: An individual student may only accumulate a total of 3 credit hours selected from ARTS 2289, COMM 2289, ENGL 2289, HIST 2289, PSYC 2289, SOCI 2289.)

PSYC 2301 Introductory Psychology (3-0) (3 credits) (CB4201015125)

Basic principles of psychology relating to individual differences, intelligence, development of personality, growth, motivation drives, emotions and learning. This course is also offered through instructional television.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

PSYC 2302 Applied Psychology (3-0) (3 credits) (CB4201015225)

Basic psychological principles applied to adjustment and behavioral problems including a study of personality, attitudes, social relations and interactions as well as techniques for coping with stress and anxiety encountered in everyday situations of life and work.

PSYC 2314 Human Growth and Development (3-0) (3 credits) (CB4207015125)

The stages in the process and physical, social, cognitive and emotional factors of growth and development throughout the life span.

Prerequisite: Students not TSI-passed in Reading may only take this course if registered by an Allied Health and Nursing advisor, providing their THEA reading grade is 220 or higher. They must be concurrently enrolled in Reading 0303.

PSYC 2319 Social Psychology (3-0) (3 credits) (CB4216015125)

The study of individual behavior within the social environment.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent, and qualifying THEA (or alternative) writing test scores or completion of ENGL 0303 or its equivalent with a grade of "C" or higher.

Radio/Television

(See also R/TV courses listed in Journalism)

COMM 1336 (RTV 123B) **Television Production** (3-3) (3 credits) (CB1001045206) Practical experience in operating television studio and control room equipment. Course will include pre-production and post-production training.

COMM 2303 (RTV 123A) **Audio/Radio Production** (2-2) (3 credits) (CB1001045106) Concepts and techniques of sound production including coordinating and directing processes. Emphasis on hands-on experience with equipment, sound sources and talent directing.

COMM 2331 (RTV 113) Radio/Television Announcing

(3-0) (3 credits) (CB2311015112)

Students study principles of announcing, voice, articulation, pronunciation and delivery while gaining experience with various types of announcing.

COMM 2324 (RTV 213) Practicum in Electronic Media

(3-3) (3 credits) (CB0907015306)

Lecture and lab instruction and hands-on practice using electronic media equipment.

Radiologic Technology RADR

Tyler Junior College offers a cooperative program with area medical facilities which is designed to provide skilled technologists in diagnostic medical radiography. The program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Graduates of the program are eligible to apply for admission to sit for the certification exam administered by the American Registry of Radiologic Technologists (ARRT).

A balanced curriculum of general didactic and practicum courses offers the student an opportunity for cultural development as well as occupational competence. Practicum instruction is given in area hospitals under the direction of radiologists, directors of radiology departments and practicum instructors.

The minimum time for program completion is 24 months. A minimum grade of 78 will be required on all radiologic technology didactic courses. 75% is passing for practicum courses.

All required courses of the associate degree curriculum must be completed with a "C" or better. Having **not** received a "C" or better **in any prerequisite course**, the student may not progress until the deficiency has been removed.

Enrollment in this program is limited. See the Special Admissions requirements in the Admission section of this *Catalog.*

RADR 1201 Introduction to Radiography (2-0) (2 credits)

An overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the program and the health care system.

RADR 1213 Principles of Radiographic Imaging I (2-0) (2 credits)

An introduction to radiographic image qualities and the effects of exposure variables upon these qualities.

RADR 1266 Practicum I—Medical Radiologic Technology (0-19) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Prerequisite: Acceptance to program.

RADR 1267 Practicum II—Medical Radiologic Technology (0-19) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

RADR 1303 Patient Care (3-0) (3 credits)

An introduction in patient assessment, infection control procedures, emergency and safety procedures, communication and patient interaction skills, and basic pharmacology. **Prerequisite:** Acceptance to program.

RADR 1311 Basic Radiographic Procedures (2-3) (3 credits)

An introduction to radiographic positioning terminology, the proper manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy.

Prerequisite: Acceptance to program.

RADR 2217 Radiographic Pathology (2-0) (2 credits)

A presentation of the disease process and common diseases and their appearance on medical images.

RADR 2233 Advanced Medical Imaging (3-0) (3 credits)

An exploration of specialized imaging modalities including cross sectional anatomy.

RADR 2235 Radiologic Technology Seminar (2-0) (2 credits)

This is a capstone course focusing on the synthesis of professional knowledge, skills, and attitudes in preparation for professional employment and lifelong learning.

RADR 2266 Practicum III—Medical Radiologic Technology (0-18) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

RADR 2267 Practicum VI—Medical Radiologic Technology (0-14) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

RADR 2301 Intermediate Radiographic Procedures (2-3) (3 credits)

A continuation of the study of the proper manipulation of radiographic equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstraton of intermediate anatomy and related pathology. Medical terminology and venipuncture.

Co-requisite: RADR 2301 lab

RADR 2305 Principles of Radiographic Imaging II (3-1) (3 credits)

A continuation of the study of radiographic imaging technique formulation, image quality assurance, and the synthesis of all variables in image production.

Co-requisite: RADR 2305 lab.

RADR 2309 Radiographic Imaging Equipment (3-0) (3 credits)

A study of the equipment and physics of x-ray production, basic x-ray circuits, and the relationship of equipment components to the imaging process.

Prerequisite: Acceptance to program.

RADR 2313 Radiation Biology and Protection (3-0) (3 credits)

A study of the effects of radiation exposure on biological systems, typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure.

RADR 2336 Special Patient Applications (3-1) (3 credits)

An advanced discussion of pediatrics, geriatrics, trauma, history recordation and abbreviation and ECG. Phlebotomy and venipuncture will be discussed and practiced.

RADR 2366 Practicum IV—Medical Radiologic Technology (0-29) (3 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

RADR 2367 Practicum V—Medical Radiologic Technology (0-29) (3 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

RADR 2431 Advanced Radiographic Procedures (3-2) (4 credits)

An advanced course including the proper manipulation of equipment positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of anatomy and related pathology. Departmental management and resume production.

Co-requisite: RADR 2431 lab

Can't Find It?

Check the appendix pages in the back of this Catalog.

Reading

(See the College Preparatory Studies section of this catalog for READ 0301, 0302, and 0303 College Preparatory Reading.)

READ 1301 Advanced Reading (3-0) (3 credits) (CB3801015712)

Emphasizes the increased development of speed and comprehension skills in reading.

Respiratory Care RSPT

The Respiratory Care Program is a two-year curriculum that includes two semesters (25 credit hours) of prerequisite courses and four semesters (47 credit hours) of didactic, laboratory, and clinical classes that prepare the student for a career as a Respiratory Therapist. The program is fully accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

Enrollment in this program is limited. All prerequisite courses should be completed before application for enrollment into the Respiratory Care Program. See the Special Admissions requirements in the Admission section of this *Catalog*.

All required courses of the Respiratory Care curriculum must be completed with a grade of "C" or better and a grade point average of at least 2.0 must be maintained while in the program.

The graduate of the program will receive an associate of applied science degree and will be eligible to apply for the Entry Level Examination provided by the National Board for Respiratory Care (NBRC). Upon successful completion of the Entry Level Examination, the graduate will become a Certified Respiratory Therapist (CRT), and is eligible to apply for the NBRC registry examinations. Upon successful completion of the Written Registry and Clinical Simulation Examination, the graduate will become a Registered Respiratory Therapist (RRT).

The graduate is eligible for additional specialty examinations and credentials which include the Perinatal Care Examination, the Certified Pulmonary Function Technologist Examination, and, after the CPFT Examination, the Registry Examination for Advanced Pulmonary Function Technologists.

In addition, all graduates are American Heart Association Basic Life Support Instructors, Advanced Cardiac Life Support Providers and will have completed the Neonatal Resuscitation Program in accordance with the standards of the American Academy of Pediatrics.

RSPT 1101 Introduction to Respiratory Care (1-0) (1 credit)

An introduction to the field of respiratory care. Topics include the history of respiratory care, hospital organization, medical malpractice, ethics, vital signs, body mechanics, basic cardiopulmonary assessment, infection control, and cardiopulmonary resuscitation (CPR).

RSPT 1227 Applied Physics for Respiratory Care (2-1) (2 credits)

Review of the theoretical and practical applications of mathematics and physics with focus on the applicability and clinical utility of the modalities, techniques, procedures, equipment, and diagnostic tests utilized in respiratory care.

RSPT 1266 Practicum I (0-14) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Co-requisite: RSPT 1329

RSPT 1267 Practicum II (0-20) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Co-requisites: RSPT 1331 and 2414.

RSPT 1307 Cardiopulmonary Anatomy and Physiology (3-0) (3 credits)

An introduction to the anatomy and physiology of the cardiovascular and pulmonary systems.

RSPT 1329 Respiratory Care Fundamentals I (2-3) (3 credits)

Provides a foundation for the development of knowledge and skills for respiratory care including history, medical terms/symbols, medical/legal, infection control, vital signs, physical assessment, chest x-ray interpretation, medical gas therapy, oxygen analyzers, and humidity/aerosol therapy.

Co-requisite: RSPT 1266

RSPT 1331 Respiratory Care Fundamentals II (2-3) (3 credits)

Provides a foundation for the development of knowledge and skills for respiratory care including lung expansion therapy, postural drainage and percussion, artificial airways, manual resuscitation devices, suctioning, pulse oximetry, bedside spirometry, arterial sampling techniques, and blood gas analysis and interpretation.

Co-requisite: RSPT 1267

RSPT 2131 Clinical Simulations in Respiratory Care (1-1) (1 credit)

The theory and history of clinical simulation examinations. Topics include the construction types, scoring, and mechanics of taking the exam along with practice in taking both written and computerized simulations, and basic concepts of computer usage.

RSPT 2176 Neonatal Resuscitation Program (1-1) (1 credit)

The Neonatal Resuscitation Program (NRP) is taught in accordance with the guidelines established by the American Heart Association (AHA) and the American Academy of Pediatrics (AAP). The course includes neonatal emergency assessment, airway management, ventilatory support, drug and electrical therapy.

RSPT 2239 Advanced Cardiac Life Support (1-3) (2 credits)

A comprehensive course designed to develop the cognitive and motor skills necessary for resuscitation of the adult. Strategies for managing and stabilizing the cardiopulmonary arrested patient will be included.

Co-requisite: RSPT 2267

RSPT 2266 Practicum III (0-20) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

RSPT 2267 Practicum IV (0-20) (2 credits) (Capstone Course)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

Co-requisite: RSPT 2239

RSPT 2310 Cardiopulmonary Disease (3-0) (3 credits)

A discussion of pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases.

See page 28 for Course Numbering System.

RSPT 2317 Respiratory Care Pharmacology (3-0) (3 credits)

A study of pharmacological principles/practices of drugs which affect the cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions.

RSPT 2353 Neonatal/Pediatric Cardiopulmonary Care (2-3) (3 credits)

A study of acute care, monitoring, and management as applied to the neonatal and pediatric patient.

RSPT 2414 Mechanical Ventilation (3-4) (4 credits)

Preparation to conduct the therapeutic procedures to achieve adequate, spontaneous, and artificial ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Also included are the indications, complications, and physiologic effects/principles of mechanical ventilation.

Co-requisite: RSPT 1267

RSPT 2425 Cardiopulmonary Diagnostics (3-4) (4 credits)

A study of physical, radiological, hemodynamic, laboratory, nutritional, and cardiopulmonary diagnostic assessment of the pulmonary patient.

Sign Language and Sign Language Interpreting SLNG

(Interpreter Training Program)

Purpose of the Sign Language Interpreter Program

A student majoring in Sign Language and Sign Language Interpreting must see a Tyler Junior College academic advisor for help in completing a course plan.

The purpose of the Sign Language Interpreter Program of Tyler Junior College is to prepare graduates for a career as interpreters serving to equalize communication between deaf and hearing in school, work, and community settings. Graduates of this program will have intensive training in American Sign Language and Deaf Culture, sign language interpreting/transliterating; and professional ethics, as well as extensive on the job training (practicum).

Sign Language

SGNL 1401 Beginning American Sign Language I (3-3) (4 credits) (CB5102055116)

An introduction to the basic skills in production and comprehension of American Sign Language (ASL). Includes the manual alphabet and numbers. Develops conversational ability, culturally appropriate behaviors, and exposes students to ASL grammar.

Co-requisite: SGNL 1401L (lab)

SGNL 1402 Beginning American Sign Language II (3-3) (4 credits) (CB5102055116)

Develops receptive and expressive ability and allows recognition and demonstration of more sophisticated grammatical features of American Sign Language (ASL). Increases fluency and accuracy in fingerspelling and numbers. Provides opportunities for interaction within the deaf community.

Prerequisite: SGNL 1401 Co-requisite: SGNL 1402L (lab)

Can't Find It?

Check the appendix pages in the back of this Catalog.

SGNL 2301 Intermediate American Sign Language I (3-2) (3 credits) (CB5102055216)

Integrates and refines expressive and receptive skills in American Sign Language (ASL), including recognition of sociolinguistic variation. A practice oriented approach to language acquisition, including the use of multimedia.

Prerequisite: SGNL 1402 Co-requisite: SGNL 2301L (lab)

SGNL 2302 Intermediate American Sign Language II

(3-2) (3 credits) (CB5102055216)

An integration of expressive and receptive skills with emphasis on literature, discourse styles, and contexturalization at an intermediate level. Provides students with information on idiomatic/colloquial usages for signs and grammatical structures for complex sentences.

Prerequisite: SGNL 2301 Co-requisite: SGNL 2302L (lab)

American Sign Language courses, as well as French, German, and Spanish, count as TJC modern (foreign) language credit and will transfer as such to some upper-level institutions. NOTE: Students enrolling in this program who plan to transfer to upper-level institutions should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the upper-level institution of their choice.

Sign Language Interpreting

SLNG 1211 (SIGN 1101) Fingerspelling (1-2) (2 credits)

Develops expressive and receptive fingerspelling skills. Receptive skills focus on whole word and phrase recognition as well as reading fingerspelling in context. Expressive skills focus on the development of speed, clarity, and fluency.

Prerequisite: SGNL 1402 and SLNG 2301.

SLNG 1321 Introduction to Interpreting Profession (3-0) (3 credits)

An overview of the field of sign language interpretation. Provides a historical framework for the principles, ethics, roles, responsibilities, and standard practices of the interpreting profession. Recommendation: SGNL 1401 (Beginning ASL) is recommended to be completed before enrolling in this class.

Prerequisite: Score of 200 on the THEA or READ 0302 with a grade of "C" or better.

SLNG 1347 (SIGN 1324) **Deaf Culture** (3-0) (3 credits)

Provides a historical and contemporary perspective of American deaf culture using a sociocultural model. Includes cultural identity, values, group norms, communication, language, and significant contributions made by deaf people to the world.

Prerequisite: Score of 200 on THEA or READ 0302 with a grade of "C" or better.

SLNG 1350 Sign-To-Voice (3-0) (3 credits)

Skill development in interpreting and transliterating from American Sign Language and other modes of communication to English and analysis of increasingly complex tasks utilizing simulated interpreting experiences including skills analysis and peer evaluation.

Prerequisite: SLNG 2302

Can't Find It?

Check the appendix pages in the back of this Catalog.

SLNG 2266 (SIGN 2323) Practicum (2286) (0-20) (2 credits)

Practical general training and experiences in the workplace. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided **external** experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary.

Prerequisites: Passing the reading part of the THEA and passing SLNG 2302 or 2331

with a grade of "B" or better.

SLNG 2301 (SIGN 1322) **Interpreting I** (3-0) (3 credits)

An overview of the interpreting process and current models. Introduces the skills necessary to achieve message equivalency in interpreting.

Prerequisites: SLNG 1321 and SGNL 1401.

SLNG 2302 (SIGN 2303) Interpreting II (3-0) (3 credits)

Enhancement of interpreting skills and discourse analysis to increasingly complex tasks utilizing simulated interpreting experiences via multimedia materials. Emphasis on skill analysis and peer evaluation.

Prerequisite: SLNG 2301

SLNG 2303 Transliterating (3-0) (3 credits)

A practice-oriented course designed to develop the foundational skills necessary for rendering spoken English to a signed English format and signed English to a spoken English format utilizing defining, recognition, and incorporation features of transliteration.

Prerequisite: SLNG 2301

SLNG 2311 (SIGN 2302) Specialized Interpreting/Transliterating (3-0) (3 credits)

A focus on interpreting/transliterating with special populations (e.g., deaf/blind, high visual, oral) in special settings (e.g., religious, artistic, medical, legal, mental health). Reinforces basic theories and techniques in relation to the special population(s) and/or setting(s).

Prerequisite: SGNL 1401, and a score of 200 on THEA or READ 0302 with a grade of "C" or better.

SLNG 2331 (SIGN 2322) **Interpreting III** (3-0) (3 credits)

A practice oriented course to strengthen skills in the integration and application of processing more complex selections. Continued exposure to simulated interpreting experience through the use of multimedia material.

Prerequisite: SLNG 2302

Social Work

A student majoring in social work must see a Tyler Junior College academic advisor for help in completing a course plan.

SOCW 2361 Introduction to Social Work (3-0) (3 credits) (CB4407015124)

Development of the philosophy and practice of social work in the United States, survey of the fields and techniques of social work.

SOCW 2362 Social Welfare Policy and Legislation (3-0) (3 credits) (CB4407015224)

Introduction to the study of modern social work, the underlying philosophy and ethics of social work, and the major divisions and types of social work together with their methods and objectives. Includes emphasis on social welfare policy.

Prerequisite: SOCI 2361 with a grade of "C" or higher, or approval of departmental chair.

Sociology

A student majoring in sociology must see a Tyler Junior College academic advisor for help in completing a course plan.

SOCI 1301 Introduction to Sociology (3-0) (3 credits) (CB4511015125)

Basic concepts and principles of social behavior, relationships of culture and social interactions to human behavior and analysis of existing group structures and social organizations. This course is also offered through instructional television.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

SOCI 1306 Social Problems (3-0) (3 credits) (CB4511015225)

An application of sociological concepts and methods to the analysis of current social problems including juvenile delinquency, alcoholism, suicide, family disorganization and crime.

SOCI 2289 Academic Cooperative—Sociology (1-0-2) (2 credits) (CB4501015125)

An instructional program designed to integrate on-campus study with practical hands-on work experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions.

(NOTE: An individual student may only accumulate a total of 3 credit hours selected from ARTS 2289, COMM 2289, ENGL 2289, HIST 2289, PSYC 2289, SOCI 2289.)

SOCI 2301 Marriage and Family (3-0) (3 credits) (CB4511015425)

An overview of marriage and family life with an analysis of changing lifestyles and social relationships involved in dating and in interpersonal adjustments in marriage, divorce and remarriage.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

SOCI 2319 Minority Studies (3-0) (3 credits) (CB 4511015325)

The course will present an in-depth study of the historical, economic, social, and cultural development, achievements, and contributions of minority groups in America and in selected countries of the world. Primary focus will be placed on legally protected classes in America, including racial and ethnic minorities, religious groups, women, the elderly, the disabled, and individuals considered minorities because of sexual orientation.

SOCI 2331 Current Issues Sociology (3-0) (3 credits) (CB4511015725)

An in-depth study of specific contemporary topics such as sociobiology, urban society, gerontology, death and dying or sex roles. The course topics may vary. **Prerequisite:** Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

SOCI 2336 Criminology (3-0) (3 credits) (CB4504015125) (Same as CRIJ 1322)

Need More Information?

Visit our Web site @ www.tjc.edu or call 1-800-687-5680

Speech/Theatre

A student majoring in speech or theatre must see a Tyler Junior College academic advisor for help in completing a course plan.

Speech Courses

SPCH 1144, 1145, 2144, 2145 Forensic Act (0-3) (1 credit) (CB2310016012)

Designed for students interested in speech and theatre activities including various events at festivals and tournaments and the opportunity for participation in these contests.

SPCH 1311 Introduction to Speech Communication (3-0) (3 credits) (CB2310015112)

Emphasis on the importance of both listening and speaking to help the student recognize elements necessary for communication in personal, small group and public speaking.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

SPCH 1315 Public Speaking (3-0) (3 credits) (CB2310015312)

Principles and types of speeches and the importance of listening with practice in planning, organizing and delivering general speeches to improve informative, persuasive and entertainment skills.

Prerequisite: Qualifying THEA (or alternative) writing test scores or completion of ENGL 0302 or its equivalent with a grade of "C" or higher.

SPCH 1318 Interpersonal Communication (3-0) (3 credits) (CB2310015412)

Theories and exercises in verbal and nonverbal communication with focus on interpersonal relationships.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

SPCH 1321 Business and Professional Speaking (3-0) (3 credits) (CB2310015212)

Types and techniques of communication, including speeches most common to business and professional people including theory, culture of the business and professional environment, and practice in business speech situations, personal conferences, job interviews, oral reports, sales talks and occasional speeches.

Prerequisite: Qualifying THEA (or alternative) writing test scores or completion of ENGL 0302 or its equivalent with a grade of "C" or higher.

SPCH 1342 Voice and Diction and Phonetics (3-0) (3 credits) (CB2310015812)

The basic principles of diction including physiological description and practice in the use of the International Phonetic Alphabet with intensive practical experiences in voice development and special activities to meet individual vocal needs and professional objectives. Credit cannot be granted for both SPCH 1342 and DRAM 2336.

SPCH 1370 Speech for Prospective Teachers (3-0) (3 credits) (CB2310015112)

Covers the improvement in the prospective classroom and the teacher's command of the basics of good speech and understanding of the practical application of speech in teaching students. Students may not receive credit for both SPCH 1311 and 1370.

SPCH 2301 Introduction to Technology and Human Communication (3-0) (3 credits) (CB0901015106)

A survey of emerging interactive communication technologies and how they influence human communication, including interpersonal, group decision-making, and public and private communications contexts. Cross-listed as COMM 2301.

SPCH 2333 Discussion and Small Group Communication

(3-0) (3 credits) (CB2310015635)

Discussion and small group theories and techniques as they relate to group process and interaction.

SPCH 2341 Oral Interpretation (3-0) (3 credits) (CB2310015712)

Includes theory in understanding and interpreting the printed page plus practice in presentation of the various literary forms.

Theatre Courses

DRAM 1220 Theatre Practicum I (0-6) (2 credits) (CB5005015226)

Emphasis on techniques and procedures in mounting productions in this theatre course covering all phases of theatre through actual participation culminating in a production. Required for all theatre majors.

DRAM 1310 Theatre Appreciation (3-0) (3 credits) (CB5005015126)

An introductory survey of theatre arts including general overview of play analysis, playwriting and dramatic criticism, and techniques of modern theatre. A group performance is optional.

DRAM 1330 Stagecraft I (3-3) (3 credits) (CB5005025126)

A study and practice in the visual arts of the theatre and an introduction to stagecraft and lighting with additional work on technical crews providing practical experience.

DRAM 1341 Makeup (3-0) (3 credits) (CB5005025226)

Covers the principles of straight and character makeup with intensive practical application and experience in stage productions.

DRAM 1342 Introduction to Costume (2-4) (3 credits) (CB5005025330)

Principles and techniques of costume design and construction for theatrical production.

DRAM 1351 Acting I (2-4) (3 credits) (CB5005035126)

Covers theory and practice of acting with students gaining practical experience in development of vocal and physical techniques for actors.

DRAM 1352 Acting II (2-4) (3 credits) (CB5005035126)

A continuation in the theory and practice of acting and practical experience in problems of creating characterization with emphasis on developing vocal and physical skills.

DRAM 2120 Theatre Practicum III (0-5) (1 credit) (CB5005015226)

Emphasis on techniques and procedures in mounting productions in this theatre course covering all phases of theatre through actual participation culminating in a production. Required for all theatre majors.

DRAM 2189 Theatre Practicum IV (0-5) (1 credit) (CB2401035212)

Emphasis on techniques and procedures in mounting productions in this theatre course covering all phases of theatre through actual participation culminating in a production. Required for all theatre majors.

DRAM 2289 Theatre Practicum II (0-6) (2 credits) (CB2401035212)

Emphasis on techniques and procedures in mounting productions in this theatre course covering all phases of theatre through actual participation culminating in a production. Required for all theatre majors.

Visit the TJC Web site @ www.tjc.edu

DRAM 2336 Theatre Speech (3-0) (3 credits) (CB5005035226)

The basic principle of diction including physiological description and practice in the use of the International Phonetic Alphabet with intensive practical experience in voice development and special activities to meet individual needs and professional objectives. Credit cannot be granted for both DRAM 2336 and SPCH 1342.

DRAM 2361 Theatre History I (3-0) (3 credits) (CB5005055126)

A survey of the development of theatre from its origins to the 1700's.

Prerequisite: Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

DRAM 2362 Theatre History II (3-0) (3 credits) (CB5005055126)

A survey of the development of the theatre from the 1700's to the twentieth century. **Prerequisite:** Successful completion of reading section of THEA (or alternative) test, or a grade of "C" or better in READ 0303 or its equivalent.

Surgical Technology SRGT

The surgical technology curriculum is designed to prepare qualified persons to provide services in the surgical area under the supervision of the surgical supervisor.

Graduates of this program will be eligible to take the National Exam given by the Association of Surgical Technologists. Those who pass this exam become Certified Surgical Technologists (CST).

All SRGT courses must be completed in sequence and completed with a minimum of a "C" in all SRGT courses.

Any student who has withdrawn from the program after successfully completing the first semester may re-enter the program by passing with a 75 percent or better the most current final examination for each course completed prior to withdrawal and successfully completing a demonstration of the first semester competencies. Readmission to the program is dependent upon available space.

Enrollment in the program is limited. See the Special Admissions requirements in the Admission section of this *Catalog*.

SRGT 1266 Practicum I—Surgical Technologist/Technician (0-16) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student.

SRGT 1405 Introduction to Surgical Technology (3-2) (4 credits)

Orientation to surgical technology theory, surgical pharmacology and anesthesia, technological sciences, and patient care concepts.

SRGT 1409 Fundamentals of Perioperative Techniques and Concepts (3-2) (4 credits)

In-depth coverage of perioperative concepts such as aseptic principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field.

SRGT 1441 Surgical Procedures I (2-6) (4 credits)

Introduction to surgical pathology and its relationship to surgical procedures. Emphasis on surgical procedures related to the general, **OB/GYN**, genitourinary, and orthopedic surgical specialties incorporating instruments, equipment, and supplies required for safe patient care.

Can't Find It?

Check the appendix pages in the back of this Catalog.

SRGT 1442 Surgical Procedures II (2-6) (4 credits)

Introduction to surgical pathology and its relationship to surgical procedures. Emphasis on surgical procedures related to the thoracic, peripheral vascular, plastic/reconstructive, EENT, cardiac, and neurological surgical specialties incorporating instruments, equipment, and supplies required for safe patient care.

SRGT 2466 Practicum II—Surgical Technologist/Technician (0-28) (4 credits)
Continuation of Practicum I. The guided external experiences may be paid or unpaid.
This course may be repeated if topics and learning outcomes vary.

Surveying and Mapping Technology SRVY

The surveying and mapping technology program is designed to teach the student the basic elements of surveying required of a land surveyor as well as to provide part of the formal training required for a professional license. Boundary surveying is emphasized and includes history, dendrology, evaluating property corners, measuring boundaries, describing land by metes and bounds, calculating land areas, and using the Texas Coordinate System. The student also has the opportunity to study mapping, route surveying, control surveying, Global Positioning System, and electronic data collection. A one-year certificate of proficiency is available to students completing certain designated courses. After successful completion of the two-year program, the student receives the associate in applied science degree.

SRVY 1301 (SURV 1311) Introduction to Surveying (3-0) (3 credits)

An overview of the surveying profession. The history of surveying and its impact on the world. Review of the mathematics used in surveying. Introduction to basic surveying equipment with emphasis on measurements. Instruction on surveying procedures and the limitation of errors. Calculation to determine precision and error of closure.

Prerequisite: Concurrent enrollment in SRVY 1309 and 1315.

SRVY 1309 (SURV 1321) Surveying Measurement (2-4) (3 credits)

An introductory course covering the equipment and hardware of the profession necessary to measure horizontal and vertical distances, in accordance with prevailing and applicable professional standards, e.g., standards of the National Geodetic Survey, state and local statutes and regulations, professional standards, such as the Texas Society of Professional Surveyors.

Prerequisite: Concurrent enrollment in SRVY 1301 and 1315.

SRVY 1315 (SURV 1331) Surveying Calculations (3-0) (3 credits)

An introduction to the mathematics used in surveying and mapping, including algebra, plane trigonometry, and plane, solid, and analytical geometry.

Prerequisite: Concurrent enrollment in SRVY 1301 and 1309.

SRVY 1335 (SURV 1322) Land Surveying Applications (2-4) (3 credits)

An intermediate lab course covering the equipment, techniques, and hardware of the profession necessary to measure horizontal and vertical angles and distances used in traversing, according to prevailing and applicable professional standards.

Prerequisite: Concurrent enrollment in SRVY 1341.

SRVY 1341 (SURV 1312) Land Surveying (3-0) (3 credits)

A study of the measurement and determination of boundaries, areas, shapes, location through traversing techniques. Instruction in a variety of adjustment methods using programmed and non-programmed hand-held calculators and computers. Methods of traversing and adjustment of errors according to prevailing and applicable professional standards. **Prerequisite:** Concurrent enrollment in SRVY 1335.

SRVY 1342 Global Positioning Systems Techniques for Surveying and Mapping (2-4) (3 credits)

Introduction to the Global Positioning System (GPS) in surveying and mapping activities. Major topics include structuring a GPS system, designing a GPS data collection project using GPS data collection equipment, collecting and processing GPS data, and correcting data errors.

Prerequisite: Permission of the instructor.

SRVY 1349 Surveying Calculations II (3-0) (3 credits)

A study of the mathematical applications used in surveying and mapping. An overview of software and hardware, including programmable calculators used in problem solving.

Prerequisite: Permission of the instructor.

SRVY 2286 (SURV 2264) Internship—Surveying (0-8) (2 credits)

An advanced work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Practical experience is simultaneously related to theory. Direct supervision is provided by the workplace supervisor.

Prerequisite: Sophomore standing.

SRVY 2305 (SURV 2354) Geographic Information Systems Applications (2-2) (3 credits)

A hands-on course with computer applications providing additional conceptual understanding of geographic information systems and practical applications using a variety of geographic information system software.

Prerequisite: Concurrent enrollment in SRVY 2331 and 2335.

SRVY 2309 Computer-Aided Mapping (2-4) (3 credits)

An intermediate to advanced level course designed to teach the student how to produce a survey map using appropriate software and coordinate geometry. Production of survey maps and plats, civil engineering design drawings and topographic maps utilizing coordinate geometry data points.

SRVY 2331 (SURV 2313) Geodetic Surveying and Mapping (3-0) (3 credits)

A study of field astronomy, Polaris and solar observations, State Plane Coordinate Systems, and Global Positioning System.

Prerequisite: Concurrent enrollment in SRVY 2335.

SRVY 2335 (SURV 2323) Geodetic Surveying and Mapping Application (2-4) (3 credits)

Emphasis on the field techniques of making astronomic observations, recovering control monuments, setting control monuments, and the planning and use of Global Positioning System receivers in data collection.

Prerequisite: Concurrent enrollment in SRVY 2331.

SRVY 2339 (SURV 2314) Engineering Design Surveying (3-0) (3 credits)

A study of the theory and field methods or surveying alignments, e.g., highway routes, pipelines, utility and waterway construction, transmission lines and site stakeout, including the study of horizontal circular curves, parabolic curves, areas, and earthwork volumes.

Prerequisite: Concurrent enrollment in SRVY 2341.

Visit the TJC Web site @ www.tjc.edu

SRVY 2341 (SURV 2324) Engineering Design Surveying Lab (2-4) (3 credits)

The companion lab for Engineering Design Surveying. Emphasis on field methods of surveying alignments, e.g., highway routes, pipelines, utility and waterway construction, transmission lines, including the study of procedures for route construction, design, calculation and stakeout.

Prerequisite: Concurrent enrollment in SRVY 2339.

SRVY 2343 (SURV 2333) Surveying—Legal Principles I (3-0) (3 credits)

The study of location, conveyance, ownership and transfer of real property under the laws of the State of Texas. Emphasis on the history of disposition of public land, interpreting written descriptions, dignity of calls and evidence, record search of public and private land records and preparation of a deed record sketch.

SRVY 2344 (SURV 2334) Surveying—Legal Principles II (3-0) (3 credits)

An advanced course in legal principles, retracement and boundary location with application of legal principles and Rules of Construction; writing survey reports and property descriptions; and a review of boundary law cases.

Prerequisite: SRVY 2343

Vision Care Technology VNCT

Vision Care Technology provides an educational program to prepare students to gain occupational competency as a certified vision care technician. Program students develop the skills necessary to fill prescriptions for glasses and contact lenses and to perform various procedures and diagnostic tests in order to assist the doctor in the eye examination and treatment process. As a competency based educational program with a state-of-the-art facility, Vision Care Technology is committed to meeting the staffing needs of the ophthalmic profession. The program graduates are actively recruited by vision care practitioners as dispensing opticians, optical laboratory technicians, contact lens technicians, optometric technicians, and ophthalmic medical personnel. Enrollment is limited and application must be made directly to the director of the program.

All required courses of the vision care technology curriculum must be completed with a "C" or better in any prerequisite course, the student may not progress until the deficiency has been removed. Students completing the THEA waived one-year program are awarded a certificate of proficiency. Students completing the two-year curriculum are awarded an Associate in Applied Science degree in Vision Care Technology.

This program is accredited by the Commission on Opticianry Accreditation and the Commission on Accreditation for Ophthalmic Medical Personnel.

OPTS 1219 Vision Care Office Procedures (2-1) (2 credits)

Overview of procedures used in an optical, optometric, or ophthalmological office. Instruction on government, third party, and other managed care insurance claim forms, maintenance of patient records, safety regulations, correspondence and ethics.

OPTS 1305 Geometric Optics (3-0) (3 credits)

Introduction to the history and physics of the electromagnetic spectrum with emphasis on the reflection and refraction of light from flat and curved mirrors, prisms, and single and compound lens systems.

OPTS 1309 Ophthalmic Laboratory I (2-4) (3 credits)

Emphasis on the finishing portion (bench) of the fabrication of spectacles. Topics include mark-up, blocking, edging, beveling, impact resistance, tinting, insertion, and inspection of single vision and multi-focal lenses.

See page 28 for Course Numbering System.

OPTS 1311 The Visual System (3-0) (3 credits)

Overview of the visual system including the anatomy and physiology of the eye, related structures, and diseases.

OPTS 1315 Basic Contact Lenses (2-2) (3 credits)

Introduction to contact lens theory and practice. Topics include the history, development, and manufacture of contact lenses; lens materials, designs, fitting, and care techniques; as well as skills necessary for the accurate measurement of lens parameters.

OPTS 1349 Ophthalmic Laboratory II (2-4) (3 credits)

Utilize formulas and techniques needed to surface single vision and multi-focal lenses. Topics include calculation or use of a computer software program to determine the information used in conjuction with ophthalmic lens machines, and instruments used to grind, fine, and polish lenses.

OPTS 1501 Ophthalmic Dispensing (4-3) (5 credits)

Introduction to the basic principles of frame selection, styling, refractive errors, lens design, and the use of tools and instruments used to measure and make adjustments necessary to properly dispense spectacles.

OPTS 2166 Ophthalmic Practicum I (0-7) (1 credit)

Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

OPTS 2266 Ophthalmic Practicum II (0-30) (8 weeks) (2 credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, College, and student.

OPTS 2335 Advanced Contact Lenses (2-2) (3 credits)

Emphasizes the knowledge and skills necessary to assist the practitioner in the dispensing, evaluation, and care of soft, rigid, toric, multi-focal, therapeutic, and other specialty contact lenses.

OPTS 2341 Ophthalmic Techniques (2-4) (3 credits)

Presentation of information and practical training in the techniques necessary to properly assist the eye practitioner. Topics include visual acuity assessments and performance of various preliminary diagnostic tests.

OPTS 2345 Advanced Ophthalmic Techniques (2-4) (3 credits)

Continuation of Ophthalmic Techniques. Introduction to principles and techniques of various diagnostic evaluations. Topics include refractometry and retinoscopy, ophthalmic photography, applanation tonometry, and advanced clinical assessments. An overview of standardized tools prevalent in the field will be covered.

OPTS 2531 Advanced Ophthalmic Dispensing (5-1) (5 credits)

Advanced study of the procedures necessary to dispense eyeware. Topics include lens aberrations, magnification, tilt, reflection, absorption and transmission, advanced lens materials, high-powered prescription considerations, and partial vision.

Need More Information?

Visit our Web site @ www.tjc.edu or call 1–800–687–5680

Welding Technology WLDG

Welding is a two-year, post-secondary program designed to qualify the student for entry-level code welding for industry. Upon successful completion of the program the student will receive an associate in applied science degree.

WLDG 1412 Introduction to Flux Cored Welding (FCAW) (2-6) (4 credits)

An overview of terminology, safety procedures, and equipment set-up. Practice in performing T-joints, lap joints, and butt joints using self-shielding and dual-shielded electrodes.

Prerequisite: WLDG 1430

WLDG 1417 Introduction to Layout and Fabrication (4-0) (4 credits)

A fundamental course in layout and fabrication related to the welding industry. Major emphasis on structural shapes and use in construction.

WLDG 1423 Welding Safety, Tools, and Equipment (4-0) (4 credits)

An introduction to welding careers and safety practices, including welding safety; OSHA and the Hazardous Communication Act; Material Safety Data Sheets (MSDS); basic mathematics; measuring systems; shop operations; use and care of precision measuring tools; and the use and care of hand and power tools. Instruction on various types of welding equipment and processes, basic welding gases, fluxes, rods, electrodes, symbols, and blueprints.

WLDG 1425 (WELD 1303) Introduction to Oxy-Fuel Welding and Cutting (2-6) (4 credits)

An introduction to oxy-fuel welding and cutting, safety, setup and maintenance of oxy-fuel welding and cutting equipment and supplies. The course will also include Brazing, Soldering and the use of automatic beveling equipment on plate and pipe. The proper use of plasma cutting equipment setup and practice.

Prerequisite: Concurrent enrollment in WLDG 1428.

WLDG 1428 (WELD 1402) Introduction to Shielded Metal Arc Welding (SMAW) (2-6) (4 credits)

An introduction to shielded metal arc welding process. Emphasis placed on power sources, electrode selection, oxy-fuel cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions. The student will make multi-pass fillet welds in all positions using E 6010 and E 7018 electrodes.

Prerequisite: Concurrent enrollment in WLDG 1425.

WLDG 1430 (WELD 1322) Introduction to Gas Metal Arc Welding (GMAW) (2-6) (4 credits)

A study of the principles of gas metal arc welding, setup and use of GMAW equipment, and safe use of tools/equipment. Instruction in various joint designs. The student will successfully complete open butt tests on plate in the 2G, 3G, and 4G positions. **Prerequisite:** WLDG 1425

TJC Trivia

Students today should appreciate the current absentee policy as compared to that of 1926, the first year of TJC. For every absence over three per class, one credit hour was subtracted from the student's record and three unexcused tardies counted as one absence.

WLDG 1434 (WELD 2302) Introduction to Gas Tungsten Arc Welding (GTAW) (2-6) (4 credits)

An introduction to the principles of gas tungsten arc welding (GTAW), setup/use of GTAW equipment, and safe use of tools and equipment. Welding instruction in various positions on joint designs. The student will successfully complete and open butt test on plate in the 3G and 4G positions.

Prerequisites: WLDG 1425 and 1428.

WLDG 1435 (WELD 2401) Introduction to Pipe Welding (2-6) (4 credits)

An introduction to welding of pipe using the shielded metal arc welding process (SMAW), including electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 1G and 2G using various electrodes. In addition the student shall successfully complete a destructive test in the 2G and 5G positions. **Prerequisites:** WLDG 1425, 1428 and 2443.

WLDG 2443 (WELD 1422) Advanced Shielded Metal Arc Welding (SMAW) (2-6) (4 credits)

Advanced topics based on accepted welding codes. Training provided with various electrodes in shielded metal arc welding processes with open V-groove joints in all positions.

Prerequisites: WLDG 1425 and 1428.

WLDG 2447 (WELD 2322) Advanced Gas Metal Arc Welding (GMAW) (2-6) (4 credits)

Advanced topics in GMAW welding, including welding in various positions and directions. The concentration shall be welding pipe in the 2G, 5G, and 6G positions with the student successfully completing destructive test in these positions.

Prerequisites: WLDG 1430

WLDG 2451 (WELD 2323) Advanced Gas Tungsten Arc Welding (GTAW) (2-6) (4 credits)

Advanced topics in GTAW welding, including welding in various positions and directions. The concentration shall be welding pipe in the 2G, 5G, and 6G positions with the student successfully completing destructive test in these positions.

Prerequisite: WLDG 1434

WLDG 2453 (WELD 2421) Advanced Pipe Welding (Capstone) (2-6) (4 credits)

Advanced topics involving welding of pipe using the shielded metal arc welding (SMAW) process. Topics include electrode selection, equipment setup, and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes.

Prerequisite: WLDG 1435

Remember: For the best class selection and to save time, REGISTER ONLINE, not in line.

Regular (early) Registration is now done ONLINE from www.tjc.edu.

Late (walk-in) Registration is subject to limited class selection and the Late Registration fee.

For more details, see the latest printed *Registration Guide* OR online at <u>www.tjc.edu</u>.

WHO WE ARE

Executive Officers

William R. Crowe

President
B.B.A., The University of Texas at Austin
M.B.A., The University of Texas at Tyler
Ph.D., The University of Texas at Austin

Mark S. Escamilla

Provost
B.S., M.S., Texas A&M University—
Corpus Christi
Ph.D., The University of Texas at Austin

Janice K. Hurst

Vice President, Business Affairs B.A., University of South Florida M.B.A., University of Dallas

Austin A. Lane

Vice President, Student Affairs B.A., Langston University M.A., The University of Oklahoma Ph.D., Walden University

Kimberly A. Russell

Vice President, Advancement/ External Affairs B.A., M.A., Ed.D., University of North Texas

Administrative Staff

D. Mitch Andrews

Director, Principal Gifts
A.A., Tyler Junior College
B.F.A., University of Mississippi

Joan Andrews

Director, Annual Giving B.F.A., University of Mississippi

Bryan A. Baker

Director, Career Services
A.A.S., Eastfield College
B.S.Ed., M.Ed., University of North Texas

Betty S. Briggs

Director, Alumni Relations
A.A., Tyler Junior College
B.S., M.S., The University of Texas at Tyler

Frederick M. Carson

Director, Physical Plant A.S., Austin Peay B.S., Columbia College M.A., Webster University

Ken D. Craver

Director, Distance Education
A.S., Kilgore College
B.A., Texas A&M University
M.S., Stephen F. Austin State University

Vera A. Cross

Manager, Application Services A.A.S., Tyler Junior College

Scott E. Dillingham

Manager, Help Desk Services
B.S., The University of Texas at Tyler

Timothy S. Drain

Director, Intercollegiate Athletics B.S., M.S., Ph.D., Texas A&M University

Candice K. Dyson

Outreach Services Librarian
B.G.S., The University of Texas at Tyler
M.L.S., Sam Houston State University

Fernando Figueroa

Dean, University Studies
B.A., Loyola University
M.A., Ph.D., Louisiana State University

S. Kevin Fowler

Director, Human Resources
A.S., Henderson County Junior College
B.B.A., East Texas State University

Vickie R. Geisel

Dean, College Preparatory and Support Services B.S., M.S., Ed.D., East Texas State University Licensed Professional Counselor

Paul A. Goertemiller

Director, Testing Services
B.A., M.Ed., University of North Texas

ADMINISTRATIVE STAFF, continued

Milton M. Hattaway

Registrar
B.A., M.S., Texas Tech University

Mona F. Henderson

Director, Continuing Studies Operations B.S., University of Southern Mississippi

Angela J. Hooper

Database Administrator, Information Technology B.B.A., University of Notre Dame

Robin S. Insalaco

Reference/Serials Librarian B.S., Michigan State University M.L.I.S., University of Oklahoma

Marian D. Jackson

Director, Library Services
A.A., Tyler Junior College
B.S., East Texas State University
M.S., University of North Texas

Joan Jones

Dean, Applied Studies
B.A., Tennessee Technological University
M.B.E., Stephen F. Austin State University

Michelle B. Medlin

Director, Institutional Research and Records Management A.S., Kilgore College B.A.A.S., The University of Texas at Tyler M.S., Capella University

Randal M. Melton

Director, Campus Safety
A.A., Tyler Junior College
B.S., Texas Eastern University
M.S., The University of Texas at Tyler

Larry D. Mendez

Project Manager
A.A.S., Tyler Junior College
B.B.A., LeTourneau University
M.B.A., American InterContinental University

Paul R. Monagan

Dean, Allied Health and Nursing
A.A.S., State University of New York
Upstate Medical Center
B.S., State University of New York
Empire State College
M.Ed., North Carolina State University

Brandi L. Murrell

Coordinator, Student Judicial Programs B.A., M.Ed., Texas Tech University

W. Scott Nalley

Director, Student Activities
B.A., Louisiana College
M.A., Northwestern State University

James E. Parsons

Director, Ornelas Health and Physical Education Center B.S., Hardin-Simmons University

Fred M. Peters

Director, Marketing and Public Information B.S., John Brown University M.S., The University of Texas at Tyler

Donald W. Proudfoot

Director, Small Business Development Center B.A., West Virginia University B.A., The University of Texas at Tyler

Joel D. Renaud

Director, Enrollment Management B.S., The University of Texas at Arlington M.B.A., The University of Texas at Tyler

Aubrey D. Sharpe

Dean, Continuing Studies
B.A., East Texas Baptist University
M.Div., M.A., Southwestern Baptist
Theological Seminary
Ed.D., University of North Texas

Carl E. Shotts

Director, Information Technology A.A.S., Tyler Junior College B.B.A., Southern Arkansas University

Molly M. Sivadon

Manager, Financial Aid B.S., M.S., The University of Texas at Tyler

Ryan T. Soward

Web Developer, Information Technology B.S., Purdue University

Tony H. Tadasa

Director, Tyler Area Business Incubator B.S., Stephen F. Austin State University

Brian A. Turman

Director, Purchasing and Central Services A.A., Tyler Junior College B.B.A., The University of Texas at Tyler

Who We Are 221

ADMINISTRATIVE STAFF, cont'd

Craig A. Turnage

Director, Dual Credit and Tech Prep B.A., M.P.A., Stephen F. Austin State University

Sarah E. Van Cleef

Director, Business Services
B.S., University of Houston–Clearlake
CPA. State of Texas

Devon Wiggins

Director, Financial Aid
A.A., Tyler Junior College
B.B.A., The University of Texas at Tyler

Jeanine Wilburn

Director, Family Learning Center B.S., Eastern New Mexico University

Tracey J. Williams

Tutor Coordinator/Learning Specialist
A.A., Central Texas College
B.S., Kansas State University
M.A., The University of Texas at Tyler
Licensed Professional Counselor

George Wilson

Director, Multimedia Access and Production B.S., The University of Texas at Tyler M.Ed., Ed.D., East Texas State University

Professional Staff

Jan Adams

Special Populations Coordinator, Support Services A.A., Tyler Junior College B.B.A., M.S., The University of Texas at Tyler

Loretta R. Allen

Biology Laboratory Specialist A.A., Tyler Junior College

Nidia Arellano

Coordinator, International Student
Admissions/Admissions Recruiter
A.A., Tyler Junior College
B.A., The University of Texas at Tyler

Christina Balduf

Biology Laboratory Specialist A.A., Tyler Junior College B.A., University of North Texas

Christopher W. Bannon

Help Desk Specialist, Information Technology A.A., Tyler Junior College

Paula D. Bartley

Biology Laboratory Specialist B.S., Texas A&M University

Wendy G. Beckham

Biology Laboratory Specialist
B.S., Stephen F. Austin State University

Kelly C. Boucher

Biology Laboratory Specialist B.S., The University of Texas at Tyler

Judie Diane Bower

Manager, Sales and Marketing, Continuing Education A.A., Tyler Junior College B.B.A., Texas A&M University

Shelby D. Brown

Coordinator of Scholarships
B.B.A., Angelo State University

Suzan R. Burgett

Manager, Professional Development B.B.A., The University of Texas at Tyler

Kimberly Cathey

Financial Aid Officer/Loans

Brian L. Cox

Help Desk Specialist, Information Technology A.S., Tyler Junior College

Douglas R. Crawford

Publications Coordinator A.A., A.A.S., Tyler Junior College

Elizabeth Crook

American Sign Language Laboratory Specialist A.A., Tyler Junior College B.S., Texas Woman's University

Walter Brady Dawkins

Assistant Coach, Men's Basketball B.A., The University of Texas at Arlington

Cynthia B. Deveraux

Library Catalog Manager
A.A., Tyler Junior College
B.S., The University of Texas at Tyler

Katherine DeWitt

Area Coordinator, Residential Life
B.S., Stephen F. Austin State University

Tina L. Dillman

Deaf Student Interpreter Coordinator
A.A.S., Tyler Junior College
Certified Interpreter
B.A.A.S., The University of Texas at Tyler
M.A., University of Phoenix

Christopher S. Dyer

Media Systems Manager A.A.S., Tyler Junior College B.B.A., LeTourneau University

Aaron J. Eppler

Assistant Trainer, Intercollegiate Athletics A.A., Ouachita Technical College B.S., University of Central Arkansas

C. Christy Evans

Apache Belles Assistant
B.S., Northeast Louisiana University

Marci N. Evans

Academic Advisor
A.A., Tyler Junior College
B.S., Stephen F. Austin State University

Amy Fowler

Academic/Retention Specialist, TRIO Program, Support Services B.A., Texas College M.S., The University of Texas at Tyler

Elizabeth Telfair Fullerton

Information Technology Training Coordinator A.A.S., Tyler Junior College B.S., LeTourneau University

Nicolas A. Garner

Admissions Recruiter
B.S., Texas A&M University

Mandy A. Garrett

Help Desk Coordinator, Information Technology

James T. Gilliland

PC/LAN Specialist, Information Technology B.A., Ashland University

David R. Gonzalez

Admissions Recruiter
A.A., Tyler Junior College
B.S., Stephen F. Austin State University

Teressa Y. Green

Assistant Database Administrator/ Programmer, Information Technology A.A.S., Tyler Junior College B.A.A.S., M.S., The University of Texas at Tyler

Jodi C. Greve

Assistant Coach, Women's Basketball A.S., Odessa College B.S.E., University of Arkansas

Thomas H. Harvell

Red Shirt Program Specialist, Football B.S., Florida State University

Deborah Reneé Hawkins

Project Coordinator, TRiO, Support Services B.S., Texas Tech University M.A., University of New Mexico

Daniel L. Hegg

Admissions Recruiter
A.A., Tyler Junior College
B.B.A., The University of Texas at Tyler

Saleh Jabr

Coordinator, Writing Laboratory Services
A.A., Tyler Junior College
B.A., M.A., The University of Texas at Tyler

Pamela G. Johnson

Retention Coordinator, College Preparatory Studies B.S., Texas A&M University—Commerce

Kevin Ray Jones

Supervisor, Central Plant / Energy Management

Molli A. Jones

Biology Laboratory Specialist B.S., Texas A&M University

Neena S. Keelin

Biology Laboratory Specialist B.S., B.S., M.Ed., M.S., Rani Durgavati University

Thomas E. Keresztury

Red Shirt Program Specialist, Football B.S., Texas State University

Jessica A. Layne

Red Shirt Program Specialist, Volleyball A.A., Tyler Junior College B.S., The University of Texas at Tyler

Jason N. Lumpkin

Red Shirt Program Specialist, Football B.B.A., Baylor University

Kristen K. Magnuson

Stewardship Coordinator, Advancement A.A., Tyler Junior College B.S., Texas A&M University

Stephanie D. Mayo

Coordinator, Dual Credit
A.A., Tyler Junior College
B.B.A., Stephen F. Austin State University

Sara N. Miller

Academic Advisor
A.A., Tyler Junior College
B.S., The University of Texas at Tyler

Tammy D. Minton

Financial Aid Officer

Elise Mullinix

Assistant Director, Marketing and Public Information B.A., Stephen F. Austin State University

Vincent Nguyen

Student Activities Specialist A.A., Tyler Junior College

Debra L. North

Student Accounts Receivable Supervisor A.A., Tyler Junior College

Mark C. Osborne

Program Operations Manager
A.A., Weatherford College
B.S., The University of Texas at Tyler

Mike Owens

Network Technician, Information Technology A.A.S., Tyler Junior College

J. Paige Parrish

Program Development Manager,
Community Services
A.A., Wades Design College
B.S., The University of Texas at Tyler

Katherine E. Patterson

Academic Advisor
B.S., Lamar State College of Technology
B.S., University of Texas Medical Branch
M.S., The University of Texas at Tyler

Amanda L. Peddy

Coordinator, Veteran Affairs/ Admissions Recruiter B.A., Texas A&M University

Phillip M. Phelps

Academic Advisor B.S., Texas A&M University

Kyle M. Pugh

PC/LAN Specialist, Information Technology

Carrie E. Rehman

Academic Advisor
B.A., The University of Texas at Austin

Stephanie L. Rigdon

Academic Advisor
B.S., The University of Texas at Tyler

Frederick B. Rilev. Jr.

Grounds/Garden Specialist B.S., M.S., Texas A&M University

Rose M. Roberson

Transcript Evaluator
A.A., Tyler Junior College
B.B.A., The University of Texas at Tyler

Ricky G. Russ

Programmer/Analyst, Information Technology B.A., East Texas Baptist University M.A., Southwestern Baptist Seminary Ph.D., New Orleans Baptist Seminary

Jami K. Shaw

Cheer Coach
A.A., Tyler Junior College
A.S., Kilgore College
B.S., East Texas Baptist University

Mickey R. Showers

Server Administrator, Information Technology B.S., Fort Hays State University

PROFESSIONAL STAFF, continued

Rynda J. Sligh

Career/Transfer Advisor, TRiO Program, Support Services B.B.A., M.Ed., Southwest Texas State University

Charles N. Smith

Assistant Director, Intercollegiate Athletics B.S., Texas A&M University

Veronica Smith

Graphic Specialist
A.S., Ambassador College
B.S., M.S., The University of Texas at Tyler

Tracy L. Strickland

Programmer, Information Technology A.A.S., Tyler Junior College

Kimberly Sulser

Assistant Director, Purchasing & Central Services
A.A., Tyler Junior College
B.A., M.A., The Univesity of Texas at Tyler

Anne Swan

Academic Advisor
A.A., Bossier Parish Community College
B.S., Louisiana State University

Tonjua Swann-Williams

Program Development Manager,
Corporate Services
B.S., The University of Texas at Tyler

Teresa Van Schuvver

Biology Laboratory Specialist

Silvana Vierkant

Lead Academic Advisor
A.A., Tyler Junior College
B.A., M.A., The University of Texas at Tyler

Michael Wade Walters

Program Operations Manager
B.S., The University of Texas at Tyler

Michael L. Wall

Supervisor, Electrical and Ancillary Equipment Maintenance

Janet V. Watts

Institutional Research Analyst

Steven R. Wieczor

Applied Studies Recruiter/Coordinator, Tech Prep B.A., B.S., Northern Illinois University

Sue Willis

Testing Center Manager
A.A.S., Tyler Junior College

Rebecca Wyatt

Business Services Manager

Karen W. Wynne

Biology Laboratory Specialist
B.S., Southwest Texas State University

Carol R. Young

Grant/Continuing Studies Accountant
B.B.A., Stephen F. Austin State University
B.B.A., The University of Texas at Tyler

FULL-TIME FACULTY

Mary Adams

Instructor, English
B.A., East Texas State University
M.L.A., Southern Methodist University

David L. Alger

Instructor, Computer Information Systems B.S., University of Maryland M.S., Johns Hopkins University

Jacob R. Allee

Instructor, Art
A.A., Indian Hills Community College
B.F.A., University of Iowa
M.F.A., The University of North Texas

Billie F. Anderson

Instructor, Mathematics/
College Preparatory Studies
B.S., M.Ed., The University of Texas at Tyler

Marygwen Arnold

Instructor, English
A.S., Tyler Junior College
B.S., M.Ed., M.A., The University of
Texas at Tyler

Kerry M. Baham

Instructor, Applied Piano/Music
B.M., Southeastern Louisiana University
M.M., University of North Texas

Barbara Ann Bailey

Instructor, Vocational Nurse Education A.A.S., Tyler Junior College B.S.N., The University of Texas at Tyler

Jennifer Bailey

Instructor, Dance/Director, TJC Academy of Dance B.A., La Roche College

Lisa Baker

Instructor, Medical Laboratory Technology B.S., The University of Texas at Tyler

David C. Barbieri

Instructor, Automotive Technology/ High School Coordinator B.S., University of North Texas M.Ed., The University of Texas at Tyler

Judy Barnes

Instructor/Department Chair, Sign Language B.S., Lamar University M.Ed., Stephen F. Austin State University Ph.D., East Texas State University

Lethan Alan Barnes

Instructor, English
B.S., M.A., Texas A&M University
Ed.D., East Texas State University

Sally A. Barnett

Instructor, Sign Language B.A., Gallaudet University M.A., Butler University

Judith Bateman

Instructor, English
B.A., Baylor University
M.L.A., Southern Methodist University
M.A., The University of Texas at Tyler

Linda K. Bellington

Instructor, Mathematics/ College Preparatory Studies B.S., Texas A&M University

Holli L. Benge

Instructor, Vocational Nurse Education
Certificate, Maric College of Medical
Transcription
Certificate, A.A., Tyler Junior College
B.S.N., The University of Texas at Tyler

Rebecca Harris Bibby

Instructor, Home Economics/Psychology/
Department Chair, Home Economics/
Behavioral Sciences
B.S., M.S., Stephen F. Austin
State University

Donald L. Blaine

Instructor, Business Management
B.B.A., B.B.A., Stephen F. Austin
State University
M.B.A., The University of Texas at Tyler

Roger C. Blake

Instructor, Mathematics/College Preparatory Studies
A.A.S., Texas State Technical College
B.S., Texas A&M University
M.A., California State University
M.S., Montana State University

Larry Blevins

Instructor, Mathematics
B.A., M.A., University of Northern Colorado

James L. Bolin

Instructor, Computer Information Systems B.S., Texas A&M University M.S., The University of Texas at Tyler

Janet K. Booth

Instructor, Medical Office Management/
Office Technology
B.S., Texas A&M University

Traci Borum

Instructor, English
B.A. Dallas Baptist University
M.Ed., University of Mary Hardin-Baylor

Jan J. Boyd

Instructor, Mathematics/
College Preparatory Studies
B.A., The University of Texas at Austin

L. Lee Boyles

Instructor, Associate Degree Nursing
A.A., Allen County Community College
B.A., Emporia State University
B.S.N., Wichita State University
M.S., Texas A&M University—Corpus Christi

Jane K. Brach

Instructor, Biology B.S., State University of New York at Albany M.S., University of Miami

Howard E. Branum

Instructor/Department Chair, Engineering/Physical Sciences B.S., M.Ed., Stephen F. Austin State University

Caron Kay Breckel

Instructor, Health Information Technology A.A.S., Wharton County Junior College B.S., University of Texas Medical Branch

David G. Briscoe

Instructor, Automotive Technology
A.A.S., Brookhaven Community College

Gloria Brooks

Instructor, English
B.A., East Texas Baptist College
M.A., Stephen F. Austin State University

Lynn L. Brooks

Instructor, Computer Information Systems
A.A., Tyler Junior College
B.S., The University of Texas at Tyler

Robert L. Brooks

Instructor, Geography and History A.G.S., Alvin Community College B.A., M.A., University of Houston— Clear Lake

Pamela J. Brower

Instructor/Department Chair,
Diagnostic Medical Sonography
Certificate, Texas Department of Health
Registered Vascular Technologist,
American Registry of Diagnostic
Medical Sonographers

Joan Bruckwicki

Instructor, English
B.A., M.Ed., Stephen F. Austin
State University

Phyllis Brunner

Instructor, Respiratory Care
A.S., Delgado College
B.S., University of Texas at Permian Basin

Paula Buck

Instructor, English
B.A., Texas A&I University
M.A., Stephen F. Austin State University

Beverly Leigh Bugay

Instructor, Business Management B.S., M.S., The University of Texas at Tyler

Steve Burket

Instructor, Government B.A., M.A., Austin College

Billy F. Byrd

Instructor, Microcomputer Service/ Basic Networking
A.S., Grossmont Junior College
B.A., San Diego State University

Goldie G. Byrd

Clinical Instructor, Radiologic Technology A.S., Kettering College of Medical Arts

Noamie Ruth Byrum

Instructor, English
B.A., M.A., Stephen F. Austin
State University

Jack R. Caddell

Instructor/Department Chair,
Health and Kinesiology
A.A.S., Eastfield Community College
B.A., Prescott College
M.Ed., Texas A&M University

Linda Caldwell

Instructor, Associate Degree Nursing
A.D.N., Grayson County Junior College
B.S.N., M.S.N., The University of Texas
at Tyler

Amanda S. Campbell

Instructor, Associate Degree Nursing
B.S.N., The University of Texas at Tyler
M.B.A., Texas Woman's University

Patti Y. Casey

Instructor, English/College
Preparatory Studies
A.A., Tyler Junior College
B.S., The University of Texas at Tyler

Carroll M. Cassel

Instructor, Business Management B.B.A., Stephen F. Austin State University M.B.A., East Texas State University

Anna M. Casstevens

Instructor, Education B.S., M.Ed., East Texas State University

Cathryn Patterson Cates

Instructor, Biology
B.A., B.S., The University of Texas at Austin
M.S., The University of Texas at Tyler

Y. Kay Caufield

Instructor, Associate Degree Nursing
A.D., McLennan Community College
B.S.N., M.S.N., The University of Texas
at Tyler

Charles J. Cavanaugh, Jr.

Instructor, Art
B.F.A., Louisiana College
M.A., North Texas State University
M.F.A., Stephen F. Austin State University

Chris Chappa

Instructor, Mathematics/College
Preparatory Studies
B.S., Centenary College of Louisiana
M.S., University of Louisiana–Lafayette

Ginger G. Christiansen

Instructor, Vocational Nurse Education Certificate, Tyler Junior College B.S.N., The University of Texas at Tyler

Steven C. Clements

Instructor, Health and Kinesiology/ Soccer Coach B.S., Mississippi State University

Larry D. Cook

Instructor/Coordinator, Chemistry
Laboratory

B.S. Midwestern State University

B.S., Midwestern State University M.S., Stephen F. Austin State University

Josephine Hutcheson Coursey

Instructor, Biology B.S., M.S., North Texas State University

Charles E. Cowell

Instructor, Computer Information Systems
A.A.S., Tyler Junior College
B.A.A.S., M.S., The University of Texas
at Tyler

David Crawford

Instructor/Department Chair, Speech/Theatre B.S., North Texas State University M.A., Stephen F. Austin State University Ph.D., Texas Tech University

Charlotte E. Creason

Instructor/Department Chair, Health Information Technology and Medical Transcription B.S., Southwestern Oklahoma State University

Shannon Cross-Tibbetts

Instructor, History
B.A., East Texas State University
M.A., University of Northern Colorado

George Cumby

Instructor, Health and Kinesiology/ Assistant Football Coach B.A., University of Oklahoma

Gigi N. Delk

Instructor, Computer Information Systems B.B.A., Southern Arkansas University M.S., B.A., East Texas State University

Charlotte Kay Devereux

Instructor/Department Chair, Vocational
Nurse Education
Vocational Nursing Certificate,
Tyler Junior College
B.S., The University of Texas at Tyler
M.S., California College for Health Sciences

Karan W. Dublin

Instructor, Associate Degree Nursing
A.A., A.S., Tyler Junior College
B.S.N., M.Ed., The University of Texas
at Tyler

Courtney Dudley

Instructor/Coordinator, Vocational Nurse Education
Certificate, Tyler Junior College
B.S.N., The University of Texas at Tyler

Matt Duncan

Instructor, Computer Information Systems B.S., M.S., University of North Texas

Rebecca F. Faulds

Instructor, Speech/Theatre
A.A., Tyler Junior College
B.A., Dallas Baptist University
M.A.I.S., The University of Texas at Tyler

Robyn Files

Instructor, Mathematics
B.A., Austin College
M.L.A., Southern Methodist University

Michael A. Fitzpatrick

Instructor, English
B.A., M.A., Virginia Polytechnic Institute
and State University

Ruth Flynn

Director/Choreographer, Apache Belles A.A., Kilgore College B.S., North Texas State University M.Ed., The University of Texas at Tyler

Rebecca Foster

Instructor, Sociology/Psychology B.A., M.Ed., Stephen F. Austin State University

Cynthia J. Gaddis

Instructor, Mathematics/College Preparatory
Studies

A.A.S., Kilgore College B.S., Stephen F. Austin State University M.E., The University of Texas at Tyler

Lindsey A. Gainer

Instructor, Medical Office Management/ Office Technology A.A., Pensacola Junior College B.S., Texas A&M University M.B.A., LeTourneau University

Cathy D. Garcia

Instructor, Associate Degree Nursing B.S., Southeastern Louisiana University M.S.N., The University of Texas at Tyler

Richard P. Garrett

Instructor, Computer Information Systems
A.A.S., Middlesex County College
B.A., Rutgers University
M.S., Stevens Institute of Technology

Randolph D. Garvin

Instructor, Computer Information Systems B.S., University of Oklahoma M.A., Webster University

Linda J. Gary

Instructor, English B.A., M.A., Ph.D., University of Texas at Dallas

Timothy C. Gill

Instructor/Department Chair, Computer Information Systems/Engineering Technology
B.A., Johnson State College
M.S., University of Colorado

Mindy R. Goode

Clinical Instructor, Radiologic Technology A.A.S., Tyler Junior College

Tracy D. Gould

Instructor, Vision Care Technology
B.S., Stephen F. Austin State University

Lynn D. Gray

Instructor, Biology
B.S., M.S., Stephen F. Austin
State University
Ph.D., Texas A&M University

Steve Earl Green

Instructor/Department Chair, Mathematics B.A., M.S., East Texas State University

Pamela S. Gregory

Instructor, Biology
A.A., Tyler Junior College
B.S., M.A.I.S., Stephen F. Austin State
University

Jonathon J. Groth

Instructor, Health and Kinesiology/ Baseball Coach A.A., Cuyahoga Community College B.S., University of New Orleans

M.E., Georgia Southern College Ph.D., Texas A&M University

Maria Guenette

Instructor, Music
B.M., University of Ottawa
M.M., Tokyo University of Fine Arts and Music
M.M., Eastman School of Music

Ronald G. Hancock

Instructor, Welding
A.A., Kilgore College
B.S., The University of Texas at Tyler

Sarah H. Harrison

Instructor, English/Department Chair, English Language Studies B.A., M.A., East Texas State University

Joy O. Hasley

Instructor, Mathematics
B.A., Texas Woman's University
M.A., Miami (Ohio) University

Dana L. Hatch

Instructor, Health and Kinesiology/ Volleyball Coach B.S., West Texas State University

Tamara L. Haynes

Instructor, Graphic Arts/Photography
A.S., Tyler Junior College
B.S., The University of Texas at Tyler

John Hays

Instructor, Spanish/
Department Chair, Foreign Languages
B.A., Stephen F. Austin State University
M.A., University of Houston

Carolyn Hendon

Instructor, English
B.A., University of Oklahoma
M.S., Illinois State University

Debra J. Henson

Instructor, Diagnostic Medical Sonography Untrasound Certificate, A.A.S., Tyler Junior College

Jay W. Herington

Instructor, Biology/Coordinator, Biology Laboratory A.S., South Plains College B.S., Texas Tech University

Desha S. Hill

Instructor, English/College Preparatory Studies Certificate, University of Texas-Pan American B.A., Sul Ross State University

Lee Nell Hill

Instructor, English/
College Preparatory Studies
B.A., The University of Arkansas–Pine Bluff
M.A., East Texas State University

M'Liss Stewart Hindman

Instructor, Speech/Theatre B.A., Texas Tech University M.A., University of Houston

Carrie L. Hobbs

Instructor/Department Chair, Dental Hygiene A.A.S., Tyler Junior College B.S., M.Ed., The University of Texas at Tyler

James L. Hobbs

Instructor, Computer Information Systems
A.A., Schreiner College
B.A., Texas A&M University
M.S., Texas A&M University-Commerce

Iris Hobson

Instructor, Associate Degree Nursing
A.A.S., Mercer County Community College
Certificate, Farleigh Dickinson University
B.S.N., Thomas A. Edison College
M.S., Columbia Southern University
Graduate certificate, The University of Texas
at El Paso

Barbara Holland

Instructor, Art
N.D.D., Bolton College of Art
A.T.D., Leicester University
M.A., North Texas State University

James T. Hooten

Instructor, Physics/Director, Hudnall Planetarium B.S., East Texas State University M.S., Vanderbilt University

Byron E. Howell

Instructor, Chemistry/Coordinator, South Central Regional Chemistry Microscale Center at Tyler B.S., Hardin Simmons University

B.S., Hardin Simmons University
M.S., The University of Texas at Tyler
Ed.D., Texas A&M University—Commerce

Lillian D. Hudson

Instructor, Associate Degree Nursing
A.D.N., McClennan Community College
B.S.N., Mary-Hardin Baylor
M.S.N., The University of Texas at Tyler

Rebecca Huffman

Instructor, Mathematics/
College Preparatory Studies
A.A., Kilgore College
B.S., The University of Texas at Tyler

Jacob L. Huval

Instructor, English
B.A., M.A., Texas A&M University

Jeanne E. Ivy

Instructor, Psychology
A.A., Tyler Junior College
B.A., Stephen F. Austin State University
M.S., The University of Texas at Tyler

Judy G. Jernigan

Instructor, Computer Information Systems B.S., Texas A&M University M.S., The University of Texas at Tyler

Charles N. Johnson

Instructor, English/
College Preparatory Studies
B.A., M.Ed., East Texas State University
Ph.D., The University of Texas at Austin

Thomas A. Johnson

Instructor/Managing Director,
Law Enforcement Academy
A.A.S., Houston Community College
B.S., M.S., Sam Houston State University
Ed.D., Texas Southern University

Susan M. Johnston

Instructor, Reading/ESOL/
College Preparatory Studies
A.A., Tyler Junior College
B.S., The University of Texas at Austin
M.Ed., The University of Texas at Tyler

Peter E. Jones

Instructor, History
B.S., M.A., Tennessee
Technological University
Ph.D., University of Oklahoma

Trenia D. Tillis Jones

Instructor, Health and Kinesiology/ Women's Basketball Coach B.S., M.A., Stephen F. Austin State University

Deborah P. Kelley

Department Chair,
College Preparatory Studies
B.A., M.S., The University of Texas at Tyler
Ph.D., Texas A&M University
Licensed Professional Counselor
Psychological Associate

Maggie E. Kelley

Instructor, Health Information Technology B.S., Texas State University

Marshella Kersh

Instructor, Computer Information Systems
A.A.S., Tyler Junior College
B.S., The University of Texas at Tyler

Kimm Ketelsen

Instructor/Department Chair,
Professional Tennis Management
B.S., Southeastern State University
M.B.A., Angelo State University

Manoucher Khosrowshahi

Instructor, Government
B.A., National University of Iran
M.A., Tehran University
Ph.D., University of North Texas

Genny Kilgore

Instructor, Vocational Nurse Education Vocational Nursing Certificate, Tyler Junior College

Franklin Kimlicko

Instructor, Music
B.M., North Texas State University
M.M., Southern Methodist University

James W. King

Instructor, Welding
Certificate, Texas State Technical College

Randall King

Instructor, Automotive Technology
A.A.S., Trinity Valley Community College

lvy Eugene Kirkpatrick

Instructor, History
B.A., Louisiana Tech University
M.Div., Southwestern Baptist Seminary
Ph.D., Texas Christian University

Jeannie M. Lafferty

Instructor, Agriculture
B.S.A.G., M.S., Stephen F. Austin State
University

Belinda Landers

Instructor, Mathematics/College Preparatory Studies B.A., Capital University

Carolyn R. Landers

Instructor, English
B.A., The University of Texas at Dallas
M.A., The University of Texas at Tyler

Honey Langenbau

Clinical Instructor, Associate Degree Nursing B.S.N., The University of Texas at Tyler

Stephanie Lassanske

Instructor, Social Work/Sociology
A.A., Tyler Junior College
B.A., University of North Texas
M.S., The University of Texas at Arlington

Charlotte M. Latham

Instructor, Mathematics
B.S., Troy State University
M.R.E., Southwestern Baptist Theological
Seminary
M.S., The University of Texas at Tyler

Marsha Anne Layton

Instructor, Geology
B.S., M.A., Baylor University

David J. Ligon

Instructor, Government
B.S., Portland State College
M.A., Eastern New Mexico University

Linda Ludovico

Instructor, Health and Kinesiology
A.S., Tyler Junior College
B.S., M.S., The University of Texas at Tyler

Kenneth M. Luke

Instructor, Psychology/Counselor
B.S., Nicholls State University
M.S., Northeast Louisiana University
Licensed Professional Counselor
Psychological Associate

Edmund MacPherson

Instructor, Mathematics
B.S., The University of Illinois
M.S., University of North Texas

Ryan L. Mahon

Instructor, Health and Kinesiology/
Assistant Football Coach
B.S., Eastern Oregon University

Michael D. Marquis

Instructor, Health and Kinesiology/ Men's Basketball Coach A.A., Marshalltown Community College B.A., Grand View College

Larry Marta

Instructor, Music
B.M., East Texas Baptist University
M.A., The University of Texas at Tyler

Jefferson H. Martin

Instructor, Mathematics
B.S.E., Southern State College
M.A., University of Arkansas

Michael Mast

Instructor, Government B.A., J.D., Texas Southern University

Dennis Mayfield

Instructor, Biology
B.S., Texas A&M University
M.S., East Texas State University

Jan B. McCauley

Instructor, History/Government
B.A., Texas A&M University
M.A., The University of Texas at Tyler

David F. McClendon

Instructor, Government
B.A., East Texas State University
M.L.A., Texas Christian University

Jerry S. McCormack

Instructor, Mathematics
B.S., M.S., Stephen F. Austin State
University

Shauna Renee McCown

Instructor, Mathematics/
College Preparatory Studies
A.A., McNeese State University
B.S., Louisiana Tech University

Carrie McFerron

Instructor, Legal Assistant
A.A., Frank Phillips College
B.A., University of Oklahoma
J.D., Texas Tech School of Law

Thomas McGowan

Associate Director of Bands/ Instructor, Applied Percussion B.M., M.A., Eastern Illinois University

Frank E. McGuire

Instructor, Health and Kinesiology/ Trainer, Intercollegiate Athletics B.S., Texas A&M University M.Ed., Stephen F. Austin State University

Heather R. Mensch

Instructor, Low Brass
B.S., University of Kentucky
M.Ed., Houston Baptist University

Thomas H. Mensch

Director, Bands/Instructor, Applied Music B.S., Pennsylvania State University

Julie Lynne Mettlen

Instructor, Dental Hygiene
B.S., M.S., The University of Texas at Tyler

Terri S. Mittica

Instructor, Associate Degree Nursing
A.A.S., Galveston College
B.S., Edinboro University
B.S.N., M.S.N., The University of Texas
at Tyler
M.S., Henderson State University

Bridget Moore

Instructor, English
B.S., Texas A&M University
M.A., The University of Texas at Tyler

Diane W. Morris

Instructor, Computer Information Systems B.A., The University of Texas at Austin M.S., The University of Texas at Tyler

Kenneth R. Murphy

Instructor/Department Chair,
Life Sciences and Agriculture
B.S., M.A., University of Southwestern
Louisiana
D.D.S., Louisiana State University

Kathrine Murray

Instructor, Mathematics/
College Preparatory Studies
B.S., The University of Texas at Tyler

Adam D. Myers

Instructor, Woodwind Studies/Bands B.M., University of North Texas M.M., Southern Methodist University

Rheyburn Parrish Nolan

Instructor, Economics/Government
B.S., M.P.A., North Texas State University

Margaret Ott

Instructor, Biology B.S., M.S., University of Alabama Ph.D., Stephen F. Austin State University

Jeffrey A. Owens

Instructor, History
B.F.A., University of North Texas
M.A., The University of Texas at Tyler
Ph.D., Louisiana State University

C. Jeanie Oxler

Instructor, Vocal Music
B.M., Hardin-Simmons University
M.M., Indiana University

Danny W. Palmer

Instructor, Health and Kinesiology/ Head Football Coach B.A., University Southern Mississippi M.Ed., Southeastern Oklahoma State University

Jeffrey J. Parks

Department Chair, Automotive Technology
A.A.S., Northeast Technical Community
College
B.S., Wayne State College

Richard Parrish

Instructor, English
B.A., M.Ed., The University of Texas at Tyler
Ed.D., East Texas State University

Kahne R. Parsons

Instructor, History
A.A., Tyler Junior College
B.S., The University of Texas at Tyler
M.A., University of New Orleans
Ph.D., Tulane University

Marty D. Partida

Instructor/Department Chair, Respiratory Care
A.A.S., Temple Junior College
B.S., LeTourneau University
M.H.S.M., Mary Hardin Baylor

Nancy Paul

Instructor, Journalism/Speech
A.A., Tyler Junior College
B.A., M.A., Stephen F. Austin State
University

Jonathan Todd Perry

Instructor, Automotive Technology A.A.S., Tyler Junior College

Karen K. Peterson

Instructor, English
B.A., M.A., The University of Texas at Tyler

John E. Peterson

Instructor, Health and Kinesiology/ Men's and Women's Tennis Coach B.A., Buena Vista College (Iowa)

Larry M. Pilgrim

Instructor, Biology
B.S., M.S., East Texas State University

Mary Beth Powell

Instructor, Mathematics/College Preparatory Studies B.A., Texas Christian University

Warren A. Powell

Instructor, Mathematics/College Preparatory Studies B.A., University of North Texas Certificate, Tyler Junior College

S. Antonious "Tony" Rand

Instructor/Department Chair,
Addiction Counseling
B.S., Texas Christian University
M.S., Trinity College and University

Margaret M. Rapp

Counselor/ADA Student Coordinator B.A., M.Ed., Vanderbilt University Licensed Professional Counselor

James D. Richey

Instructor, English
A.A., Northeast Texas Community College
B.A., M.A., Texas A&M University—
Commerce

Steve Robbins

Instructor/Department Chair, Vision Care Technology A.A., Tyler Junior College Optician Technician Certificate, Tyler Junior College B.S., LeTourneau University

Janet W. Roberts

Instructor, Vocational Nurse Education Certificate, Tyler Junior College

Cheryl Rogers

Instructor, Music/Managing Director, Fine and Performing Arts B.M., North Texas State University M.A., Stephen F. Austin State University Ed.D., Texas A&M University—Commerce

Robert Root

Instructor, Chemistry
B.S., United States Military Academy
M.S., Texas A&M University

Madeleine Ross

Instructor, Philosophy/History
M.A., Ph.D., University of Edinburgh

James F. Rozell

Instructor, Biology
B.A., Austin College
M.S., North Texas State University

James M. Rozell

Instructor, Chemistry
A.A., Tyler Junior College
B.S., The University of Texas at Austin
Ph.D., University of North Texas

Frank Rucker

Instructor, Economics
B.S., M.Ed., East Texas State University

Cynthia S. Sanders

Instructor, Mathematics/College Preparatory Studies A.A., Henderson County Junior College B.S., East Texas State University

Mary L. Scarborough

Instructor, Business Administration
A.A., Tyler Junior College
B.B.A., M.B.A., The University of Texas
at Tyler

Roland J. Schick

Instructor, Health and Kinesiology B.A., Oberlin College M.A., University of Akron

Louisa Schmid

Instructor, Biology
B.S., M.S., Louisiana State University
of New Orleans
Ph.D., University of Minnesota

Mary Sue Scott

Instructor, Reading/
College Preparatory Studies
B.S., North Texas State University
M.Ed., The University of Texas at Tyler

Sherry Lynn Seaton

Instructor/Department Chair, Surgical Technology A.S., Tyler Junior College B.S.N., The University of Texas at Tyler

Rebecca Seeton

Instructor/Department Chair,
Associate Degree Nursing
A.S., College of Mainland
B.S., Texas Woman's University
M.S., University of Texas Medical Branch

Jacquelyn Shackelford

Instructor, Speech/Theatre
B.S., M.S., East Texas State University

Carla Shirley

Instructor, Associate Degree Nursing
A.S.N., Weber State College
B.S.N., College of Mount Saint Joseph
M.S.N., The University of Texas at Arlington

Victor L. Siller

Instructor, Speech/Theatre
B.S., Southwest Texas State University
M.A., Stephen F. Austin State University

Lynn W. Sitton

Instructor, Child Development/Department Chair, Child Development Services B.S., M.Ed., The University of Texas at Tyler

Alvie Don Smith

Instructor, Automotive Technology
Certificate, Wyoming Technical Institute

Christopher L. Smith

Instructor, Psychology/Sociology
B.S., North Dakota State University
M.A., South Dakota State University
Licensed Chemical Dependency Counselor

Lara K. Smith

Instructor, Speech
B.B.S., Hardin-Simmons University
M.A., Baylor University

Daniel L. Spencer

Instructor/Department Chair,
Medical Laboratory Technology
A.S., Illinois Valley Community College
B.A., Augustana College
M.S.H.P., Southwest Texas State University
Ed.D., Baylor University

Deborah S. Spradlin

Instructor, Reading/College
Preparatory Studies
A.A., Tyler Junior College
B.S., M.Ed., Stephen F. Austin State
University

Nathan Stallings

Instructor/Department Chair, Radiologic Technology A.A.S., Tyler Junior College B.S., LeTourneau University

Floyd D. Starnes

Instructor, Mathematics
B.S., Texas A&M University
B.S., M.S., The University of Texas at Tyler

Christopher D. Stewart

Instructor/Department Chair, Art B.F.A., Texas Tech University M.F.A., University of Nebraska

Donald R. Stewart

Instructor/Department Chair,
Public Safety Technology
B.S., Southeast Missouri State University
M.P.A., Texas A&M University—
Corpus Christi
Ph.D., University of Southern Mississippi

Nancy J. Stewart

Instructor, Dental Hygiene
A.A.S., Tyler Junior College
B.S., The University of Texas at Tyler

Rebecca J. Stewart

Instructor, Graphic Arts/Photogrphy
A.A.S., Tyler Junior College
B.A.A.S., M.A., The University of Texas
at Tyler

Bill M. Stiles

Instructor, Air Conditioning and Refrigeration A.A.S., Tyler Junior College B.A., The University of Texas M.A., Stephen F. Austin State University

Stephen B. Stine

Instructor, Economics/History/Government B.S., Texas Tech University M.A., The University of Memphis

Clarence Strickland

Instructor, Speech/Theatre
B.S., M.S., East Texas State University

Mandy Stubblefield

Instructor, English/Coordinator, Scholars Academy B.A., M.A., Stephen F. Austin State University

Richard W. Tabu

Instructor, Computer Information Systems
A.A.S., Dallas County Community College
B.S., M.S., The University of Texas at Dallas
Ph.D., Nova Southeastern University

Chauncey Taylor

Instructor, English
B.A., The University of Texas at Dallas
M.L.A., Southern Methodist University

Paula E. Teagle

Clinical Instructor, Associate Degree
Nursing
A.A.S., Angelina College
Certificate, Panola Junior College
B.S.N., The University of Texas at Tyler

George B. Tefteller

Instructor, Mathematics
B.S., M.S., East Texas State University

Glen Charles Terry

Instructor, Health and Kinesiology/ Men's and Women's Golf Coach A.A., Tyler Junior College B.S., M.Ed., Stephen F. Austin State University M.S., Tuskegee Institute

Carla J. Thiel

Instructor, English
B.A., M.A., The University of Texas at Tyler

Charles A. Thornton

Instructor, Geology B.S., M.S., Texas A&M University

James D. Timmons

Instructor/Department Chair, Emergency Medical Service Professions B.S., Southwest Texas State University

Michael E. Tobin

Instructor, Vocational Nurse Education
Diploma, Baptist School of Professional
Nursing

Nancy R. Torre

Instructor, Associate Degree Nursing
B.S., M.S., University of Southern
Mississippi

Janet Tracey

Instructor/Clinical Coordinator,
Respiratory Care
B.A., Miami University
Respiratory Therapy Certificate,
Kettering Medical Center

Idalia H. Trent

Instructor, Chemistry
B.S., M.A., University of Puerto Rico
Ed.D., East Texas State University

Daryl E. Tyree

Instructor, Engineering Design Technology B.S.M.E., New Mexico State University

Lois V. Ulsh

Instructor, Associate Degree Nursing B.S.N., The University of Texas at Houston M.S., The University of Texas at Tyler

Janelle I. Viken

Instructor/Clinical Coordinator,
Diagnostic Medical Sonography
Registered Diagnostic Medical Sonography
Certificate, Tyler Junior College

Pamela Wade

Instructor, Dental Hygiene
B.S., Baylor University
M.S., Stephen F. Austin State University

Larry R. Walker

Instructor, Mathematics
A.B., Franklin and Marshall College
M.A., Michigan State University

George Burt Wallace

Instructor, Industrial Trades
B.S., The University of Texas at Tyler

Jason B. Waller

Instructor, Criminal Justice
A.A.S., Tyler Junior College
B.S., M.S., The University of Texas at Tyler

Stanley H. Watson

Instructor, History
B.S., M.A., Stephen F. Austin
State University

Paula J. Weaver

Instructor, Associate Degree Nursing B.A., B.S.N., M.S.N., The University of Texas at Austin

Otis W. Webster

Instructor, Psychology
B.S., Wiley College
M.Ed., Ed.D., Texas A&M University—
Commerce

Deborah Welch

Instructor/Department Chair, Business Administration B.S., M.A., Texas Woman's University

Rodney J. Whetzel

Instructor/Department Chair, Chemistry B.S., Stanford University M.S., University of North Carolina

Derrick R. White

Instructor, Art B.F.A., M.F.A., University of North Texas

Jeanette L. White

Instructor, Office Technology
A.A., Kilgore Junior College
B.B.A., Stephen F. Austin State University

Geoffrey B. Willbanks

Instructor, History/Government/
Department Chair, Social Sciences
A.A., Tyler Junior College
B.A., M.A., The University of Texas at Tyler

Patti Williams

Instructor, Surveying Technology A.A.S., Tyler Junior College

Shalanda Williams

Instructor, Vocational Nurse Education Certificate, A.A.S., Tyler Junior College

Katherine E. Willingham

Instructor, Computer Information Systems B.S., Oklahoma State University M.B.A., Oklahoma City University

Jennifer R. Wilson

Instructor, Mathematics/
College Preparatory Studies
B.S.I.S., Stephen F. Austin State University

Nicole R. Wright

Instructor, Health Information Technology B.S., Louisiana Tech University

Torrey A. Wylie

Instructor, Graphic Arts/Photography A.A., Kilgore Junior College B.F.A., University of North Texas

Judith A. Young

Instructor/Department Chair, Information Management A.A., South Plains Junior College B.S., West Texas State University M.S., The University of Texas at Tyler

Linda K. Zeigler

Instructor/Department Chair, Journalism and Student Publications B.S., M.J., The University of Texas at Austin

Medical/Dental Directors

Glen C. Dyer, D.D.S.

Dental Director, **Dental Hygiene**D.D.S., The University of Texas Health
Science Center at Houston

Colin Marino, M.D.

Medical Director, Emergency Medical Service Professions B.S., M.D., University of Alabama

James M. Stocks, M.D.

Medical Director, Respiratory Care
B.S., Texas A&M University
M.D., The University of Texas Southwestern
Medical School at Dallas

Ted S. Willis, M.D.

Medical Director, Diagnostic Sonography
B.S., Texas A&M University
M.D., The University of Texas Health
Science Center at San Antonio

WHEN WE MEET

AUGUST 2007						
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Summer 2007 Orientation Dates

June 7 & 8; July 15 & 16; July 17 & 18 July 19 & 20; July 29 & 30; July 31 & August 2; August 2 & 3.

Fall Semester 2007

April 23–August 3. Online Registration for Fall 2007 term. See *Registration Guide for* specific details.

August 7. Payment of fees deadline.

August 15–16. Late Registration for Fall Long Term and Fall Mini-Term I, Rogers Student Center, Apache Rooms. See *Registration Guide* for specific details.

August 17. Fall Long Term weekend classes begin. **August 20.** Fall Long Term & Fall Mini Term I begin (first class day, regular classes)

August 20–21. Administrative changes only (Apache Rooms).

September 3. Labor Day holiday.

September 5. Official Reporting Day (all class rolls become official), Fall Long Term & Fall Mini Term I.

October 5. Last day to drop a course in Fall Mini-Term I with a grade of "W".

October 11–12. Fall Mini-Term II registration. Final Exams: Fall Mini-Term I.

October 12. Fall Mini-Term I ends.

October 15. Fall Mini-Term II begins (first class day). Grades due, 10:00 a.m., Fall Mini-Term I.

November 2. Last day to apply for a fall degree.

November 5–January 2. Online Registration for Spring 2008 Term. See *Registration Guide* for specific details.

November 21–25. Thanksgiving holidays (inclusive). (Administrative offices close at Noon, November 21.)

November 30. Last day to drop a course in Fall Long Term, Fall Mini-Term II with a grade of "W".

December 6–7; 10–12. Final exams: Fall Long Term & Mini-Term II.

December 8. Final exams for Saturday-only Fall Long Term classes.

December 12. Fall Long Term, Fall Mini-Term II end. **December 14.** Grades due, 10 a.m., Fall Long Term & Mini-Term II.

December 14. Commencement, Wagstaff Gymnasium, 7 p.m.

December 19-January 1. Winter break.

This calendar is subject to change. Consult the Registrar's office.

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Spring Semester 2008

November 5–January 2. Online Registration for Spring 2008 Term. See *Registration Guide* for specific details.

January 3. Payment of fees deadline.

January 9–10. Late Registration for Spring Long Term & Spring Mini-Term I, Rogers Student Center Apache Rooms. See *Registration Guide* for specific details.

January 11. Spring Long Term weekend classes begin.

January 14. Spring Long Term, Spring Mini-Term I begin (first class day, regular classes).

January 14–15. Administrative changes only (Apache Rooms).

January 21. Martin Luther King, Jr. holiday.

January 30. Official Reporting Day (all class rolls become official), Spring Long Term & Spring Mini Term I.

February 29. Last day to drop a course in Spring Mini-Term I with a grade of "W."

March 6–7. Final exams, Spring Mini-Term I. Spring Mini-Term II registration, advisors' office.

March 7. Spring Mini-Term I ends.

March 8-16. Spring holidays (inclusive).

March 17. Spring Mini-Term II begins. Grades due in Registrar's office, 10:00 a.m., Spring Mini-Term I.

March 21-23. Easter holidays (inclusive).

March 24–May 18. Summer Term I Online Registration. See *Registration Guide* for specific details.

March 24–June 29. Summer Term II Online Registration. See *Registration Guide* for specific details.

April 4. Last day to apply for a spring degree.

April 14-August 1. Online Registration for Fall 2008.

April 25. Last day to drop a course in Spring Long Term, Spring Mini-Term II with a grade of "W."

May 3. Final exams for classes meeting Saturday only, Spring Long Term.

May 5-9. Final exams, Spring Long Term and Spring Mini-Term II.

May 9. Spring Long Term, Spring Mini-Term II end.

May 10. Commencement, Wagstaff Gym, 10:00 a.m.

May 12. Grades due in Registrar's office 10 a.m.

May 12. Grades due in Registrar's office, 10 a.m., Spring Long Term, Spring Mini-Term II.

May 26. Memorial Day holiday.

This calendar is subject to change. Consult the Registrar's office.

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Summer Term I, 2008

March 24–May 18. Online Registration for Summer Term I. See *Registration Guide* for specific details.

May 19. Payment of fees deadline.

May 22. Late Registration and advising, administrative changes, Summer Term I (Apache Rooms).

May 26. Memorial Day holiday.

May 27. Summer Eleven-Week Term begins (first class day).

May 27. Summer Term I begins (first class day; most Summer Term I classes meet Monday—Thursday).

May 27. Administrative changes only (Apache Rooms).

June 2. Official Reporting Day (all class rolls become official), Summer Eleven-Week, Summer Term I.

June 19. Last day to drop a course with a grade of "W," Summer Term I.

June 30. Final exams Summer Term I; Summer Term I ends.

July 1. Last day to apply for a summer degree.

July 1. All grades due in Registrar's office, 5 p.m., Summer Term I.

July 4. Independence Day holiday.

Summer Term II, 2008

March 24—June 29. Online Registration for Summer Term II. See *Registration Guide* for specific details.

June 30. Payment of fees deadline.

July 1. Last day to apply for a summer degree.

July 3. Late Registration and advising, Summer Term II (Apache Rooms).

July 4. Independence Day holiday.

July 7. Administrative changes, Summer Term II (Apache Rooms). Summer Term II begins (first class day; most Summer Term II classes meet Monday–Thursday).

July 10. Official Reporting Day (all class rolls become official), Summer Term II.

July 30. Last day to drop a course with a grade of "W," Summer Term II, Summer Eleven-Week Term.

August 7. Final exams Summer Term II, Summer Eleven-Week Term. Summer Term II, Summer Eleven-Week Term end.

August 8. Grades due in Registrar's office, 5 p.m., Summer Term II, Summer Eleven-Week Term.

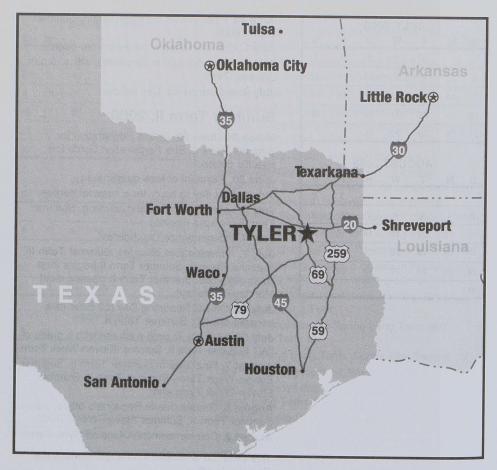
August 8. Commencement, Wagstaff Gym, 7 p.m.

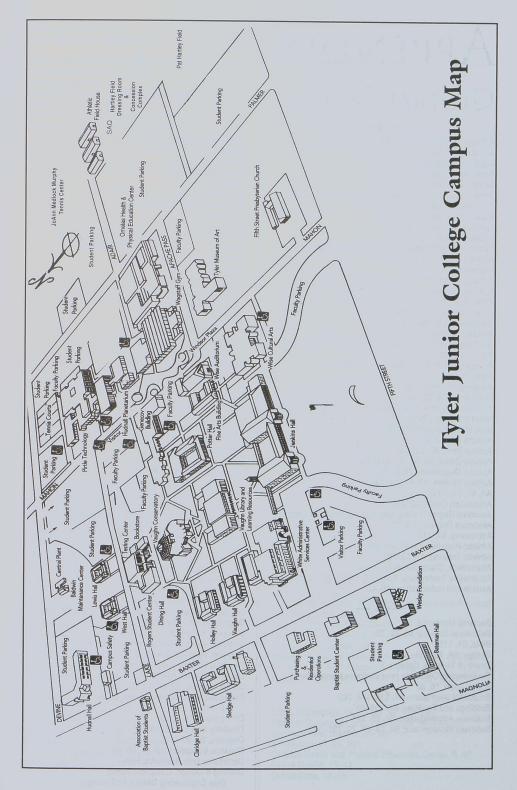
This calendar is subject to change. Consult the Registrar's office.

When We Meet 239

How To FIND Us

Tyler Junior College is located in Tyler, Texas, a progressive city of approximately 100,000. Tyler is well-known not only for its roses and azaleas but also for its industry, modern medical facilities, shopping centers, symphony orchestra, civic theater, art museum, public recreational facilities, and opportunities for higher education.





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NOTES

Building Codes

ABS—Association of Baptist Students

BSU—Baptist Student Center

Claridge—Claridge Hall

FA-Fine Arts

FH—Field House

G—Genecov

GB—Genecov Basement

GG-Gentry Gymnasium, OHPE Center

J—Jenkins Hall

JBT-Jean Browne Theatre

LRC-Vaughn Library and Learning

Resources Center

MT-Mechanical Trades Building

Museum—Tyler Museum of Art

OHPE—Ornelas Health and Physical Education Center

P-Potter Hall

RSC—Rogers Student Center

RTDC—Regional Training and Development Complex

STC—Skills Training Center (West Campus)

T—Pirtle Technology

TN CTS—Tennis Courts

VC-Vaughn Conservatory

VCT—Virtual College of Texas

WCA-Wise Cultural Arts Center

WASC-White Administrative Services Center

WES-Wesley Methodist Bible Center

WG-Wagstaff Gymnasium



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